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COLLEGE



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OFFICERS AND COMMITTEES OF THE FACULTY

Meetings of the Faculty are held at 7:30 P. M. on the second and fourth Fridays of each month.

The President and Dean are ex-officio members of all committees. The member first named is chairman.

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ACADEMIC ACTIVITIES.....	Young, Barnes, Bryan, Cobb, DeAngelo, Dismukes, Flanders, B. L. Freeman, Forester, Gillette, Herod, N. Oakes, Simms, Southard.
ADVANCED STANDING.....	Dean Sirmons, Yager, Young.
ATHLETICS.....	Forester, Anthony, Belcher, DeAngelo, Evans, Groves, Johnson, Russell, Towson, Yager.
BROWN FUND.....	Barnes, Anthony, Dean Sirmons.
GUIDANCE.....	Stevenson, Cobb, Donovan, Forester, Green, N. Oakes, Simms.
LIBRARY.....	Harris, Calvert, E. Clark, Flanders, L. Freeman, Hood, Huntley, Simms.
MILITARY.....	Gillette, Cobb, Hoag, Young.
PUBLICITY.....	Dismukes, W. E. Clark, DeAngelo, Forester, Johnson, Pigg.
REGISTRATION.....	Young, Anthony, Berg, Booth, L. Freeman, E. Oakes, Wollan.
SCHEDULES.....	Dean Sirmons, Dismukes, Forester, N. O a k e s, Southard, Stevenson, Yager, Young.
SOCIAL EVENTS.....	Cobb, Donovan, Evans, Forester, Groves, E. Oakes, E. Sirmons.
STUDENT HEALTH.....	Forester, DeAngelo, Donovan, Russell, Dr. Sirmons, Wright.
STUDENT PROGRAMS.....	Dismukes, Becher, Booth, W. E. Clark, Martin, Yager.

NORTH GEORGIA COLLEGE

DAHLONEGA, GEORGIA

General Information

THE COLLEGE YEAR

North Georgia believes that as a state supported college its plant and staff should be available to citizens of the state throughout the year. The college, therefore, operates on a full four-quarter schedule with the summer quarter an integral part of the college year.

High school graduates may begin a regular freshman program in June, but should fall quarter enrollment be preferred, adequate and satisfactory study schedules are available in all departments. Students may also enter at the beginning of the winter and spring quarters. The fall quarter begins September 19; the winter and spring quarters January 3 and March 23 respectively. Continued residence through four quarters in the year enables students to complete their college course and secure the degree in three years. A full calendar year is thus saved for graduate study or profitable employment.

This catalogue outlines in general the work of the fall, winter and spring quarters. A special summer quarter bulletin is issued in April.

FOUNDING OF THE COLLEGE

North Georgia College, founded in 1873, owes its origin to the Act of Congress of July 2, 1862, entitled "An Act donating public lands to the several states and territories which may provide colleges for the benefit of agriculture and mechanic arts." The act contemplated the "endowment, support and maintenance of at least one college in each state where the leading object will be, without excluding other scientific and classical studies, and including military tactics, to teach such branches of learning as are related to agriculture and mechanic arts in such manner as the legislatures of the states may respectively prescribe, in order to promote the liberal and practical education of the industrial classes."

While North Georgia no longer offers agricultural courses it has otherwise remained true to the general vision of its founders. A small annual income from the sale of public lands is still received by the college.

INSTITUTIONAL OBJECTIVES

It is the purpose of North Georgia College as a state institution to raise the general level of health, efficiency and character of its constituency, by imparting general scientific and cultural knowledge and by providing opportunity for professional advancement and social and economic betterment.

In order to accomplish this aim the college attempts to familiarize the student with the several divisions of knowledge and the methods of study therein so that he may make intelligent decisions regarding the nature and the direction of his contribution to society; to prepare the student to take his place in society by affording him opportunity for continuing a liberal and cultural education, by providing specific preparation in the fields of business administration, home economics, the teaching profession and military leadership, and by offering pre-professional training in such fields as law, journalism, dentistry, medicine.

MILITARY TRAINING

North Georgia College was originally organized on a military basis, and for its cadets this policy has continuously prevailed.

The college is a senior or degree-granting institution and enjoys the distinction of being one of only eight colleges in America which hold the MC rating, "essentially military," from the Department of the Army. While North Georgia has well been called "Georgia's West Point" its prime purpose is to train cadets for successful civilian life, but always they respond readily with devotion and courage to a national emergency and with the efficiency of a trained soldier.

Civilian and military leaders alike must be able to meet calmly, confidently and effectively the unexpected and threatening situations of life, and thus North Georgia through its military instruction endeavors to instill the principles of leadership and of followership, of discipline and self-discipline, of truth, honor and stability, and of neatness, dispatch, orderliness and method. The college thus hopes that everywhere its cadets may be outstanding and distinguished as men and citizens of poise, public spirit, intelligence and integrity.

CO-EDUCATION

North Georgia has also been "historically co-educational" since the day of its founding. In line, therefore, with present practice at nine-tenths of the American colleges and universities,

North Georgia admits both men and women. Military training under Government officers prevails for the young men, whereas the revised and broadened curricula admirably meet the needs of young women.

MILITARY POLICY

All male students who pass the required college physical examination must take the Basic Course in Military Science and Tactics prescribed by the Department of the Army for R. O. T. C. during their freshman and sophomore years, except as outlined for certain veterans under the heading "Veterans Program" below. Recognition is given to successful completion of Junior ROTC work.

Upon completion of the Basic Course, qualified students apply for admission to the Advanced Course, and if accepted by the Military Department within the quota authorized by the Department of the Army, will work toward a reserve commission at graduation. Such students receive the usual subsistence and uniform allowance of the Department of the Army. All others, except as provided for veterans under "Veterans Program" and for special classes of students transferring from other colleges under "Transfer Students and ROTC," will carry Advanced Military with college credit but without government allowance.

VETERANS PROGRAM

Veterans, both men and women, are cordially admitted to North Georgia College. They are admitted as regular students interested in the usual program of the institution when the regular admission requirements have been fulfilled. Special care is taken to assign a study schedule which they may carry with greatest success.

Those who have not had opportunity to meet the specific entrance requirements, but who by virtue of experience and maturity may be able to profit by college life, will be admitted as Special Students. These will be given aid through special conferences and individual help that they may meet full entrance requirements as promptly as possible.

While ROTC is required of all male students, a partial and temporary deviation from this regular policy is permitted veterans. Veterans with a minimum of 12 months of active duty in the armed services and an honorable discharge, upon written request at the beginning of a college year or at time of their enrollment, may be excused from ROTC training. However,

all veterans entering after September 1, 1949, together with all other non-ROTC students, are assigned to Headquarters Company. This company drills (without rifles) one period (one hour) per week. This drill is primarily for the purpose of insuring a creditable appearance of Headquarters Company at ceremonies and formations of the Cadet Corps.

Veterans are encouraged to qualify for leadership positions in the Cadet Corps. Those selected to fill officer vacancies must volunteer for two additional drills per week before appointment. Former cadet officers and veterans who were discharged from service as commissioned officers who do not volunteer for such additional drill are assigned as officers of Headquarters Company or on the staff of the Battalion Commander and drill only on the one College Drill Period each week.

Veterans who were discharged from service as commissioned officers are given the rank of Honorary Cadet Captain in the Corps of Cadets and assigned to the staff of the Commandant.

Veterans who elect to take Advanced Military under Government contract and fail to maintain the required grades will continue the course without government assistance during the remainder of the academic year.

TRANSFER STUDENTS AND ROTC

Juniors who transfer from other colleges and are without military credit, but who pass the physical examinations, will take Basic Military, or in lieu thereof, offer for graduation an equivalent 10 additional hours of approved electives.

Those who transfer to North Georgia with Senior class rank and are without credit in Basic Military are excused from ROTC work.

All physically qualified male students, except those who transfer with Senior class rank, will wear the prescribed college uniform. Students of every rank and class membership are subject to the prevailing cadet system of control directed by the Commandant of Cadets and will attend college formations including those for chapel and church. Students entering after September 1, 1949, will be assigned to Headquarters Company and will drill (without rifles) one period per week.

The use of the college uniform effects an actual economy in clothing costs.

SELECTIVE SERVICE AND DEFERMENT

All men are required to register at 18, reporting to their local board the fact of their enrollment in ROTC. They must

notify the PMS&T of the number and address of their local board.

All college students are deferred until the end of the academic year in which they enroll unless they fail to maintain academic or ROTC standing.

Veterans are deferred indefinitely if they had ninety-one days active duty between December 7, 1941, and September 2, 1945, or twelve months active duty between September 16, 1940, and June 24, 1948. Veterans not in the above categories should consult the PMS&T to determine extent of deferment.

ROTC students will be deferred until graduation provided they (1) maintain academic and ROTC standing, (2) attend summer camp as ordered, (3) are selected by the PMS&T in the selective service quota, (4) sign ROTC contract and agreement to accept a commission if and when tendered and to serve two years active duty as an officer subject to call by the Secretary of the Army.

THE UNIVERSITY SYSTEM

North Georgia is a senior member of the University System of Georgia. Its students are thus a part of the state-wide program of higher public education and enjoy the prestige and influence of the great State University System. While the college operated for thirteen years as a junior college, the Board of Regents, in recognition of its outstanding educational work and in order to enhance its usefulness to the state, authorized its reconversion to senior college status on February 14, 1946. Its program now leads, through varied fields of major or concentration work, to the A.B. and the B.S. degrees.

ACADEMIC STANDING

North Georgia College is a member of the Southern Association of Colleges. Because of its MC rating, the college has earned wide recognition as a military college. It holds membership in the Association of Georgia Colleges and the Georgia Education Association. The college is accredited by the Georgia State Department of Education.

LOCATION

North Georgia College is located at Dahlonega, the center of Georgia's gold area, twenty-five miles from Gainesville, which is on the main line of the Southern Railway. The paved high-

way from Gainesville to Dahlonega makes the college easily accessible by motor cars at all seasons of the year. A forty-five minute drive from Gainesville brings one to the college campus.

The college is also quickly accessible because of the National Highway from Atlanta via Roswell, Alpharetta, Cumming, Dahlonega, and on through the mountains to Asheville, North Carolina. By this highway, automobiles can make the trip to Dahlonega from Atlanta in less than two hours.

BUS SCHEDULES

Busses between Dahlonega and Atlanta, Gainesville, Chattanooga and Savannah maintain a daily schedule both in the morning and afternoon.

HEALTH

Dahlonega and Lumpkin County are known afar for their fine climate. The altitude is 1,500 feet. Nature seems to have designed the location, in the foothills of the Blue Ridge, as a health resort and a seat of learning.

The college location is free from the enervating climatic conditions of the lower altitudes, and students from other sections quickly respond to the stimulating effects of North Georgia air and pure spring water. Practically without exception, students gain in weight and physical vigor; the college has, therefore, a state-wide patronage.

PHYSICAL EXAMINATIONS

As a protection to the health of the student group, physical examinations are required upon admission to the college. No student having a communicable disease is admitted until the danger is removed. The examination also shows what particular development and corrective measures are needed to bring the individual student to vigorous health. As a precaution, students will be given such vaccination and inoculations as are authorized by the college physician.

HEALTH SERVICE

Every precaution is taken to conserve student health, and through the college physician, the college provides medical service to its boarding students in cases of usual or minor illness. This service includes necessary ambulance service for recumbent

patients to the hospital within the state designated by the college physician. The college assumes no responsibility, however, for injuries received in voluntary or required activities, and neither does it assume responsibility for the costs of prescriptions, of necessary special nurses, for consultation and hospital expenses in the more serious cases of illness and accident, nor for X-ray work. With the exception of veterans living in college operated apartments, day students are not entitled to infirmary service. Definition of a day student will be found on catalogue pages 27 and 28.

PHYSICAL EDUCATION AND ATHLETICS

The college recognizes the importance of a healthy and coordinated body for individual success and happiness. Provision is made, therefore, for reasonable emphasis upon intercollegiate athletics, whereas programs of competitive intramural activities seek to bring health, vigor and recreation to every student. Emphasis is placed on developing sufficient skills in those physical activities which will carry over and function in adult life. All men, except those physically disqualified, take ROTC (optional with some veterans and transfer students) and all freshman, sophomore and junior women take regular work in Physical Education. This Physical Education work for women is supplemented by a competitive intramural program which includes archery, tennis, table tennis, shuffleboard, basketball, softball, volley ball and hockey.

As a part of the general physical fitness program of the college, participation in physical education is required of all freshman and sophomore men except those returning from Service. The requirement is two definitely scheduled periods a week. The work is conducted by the Director of Health and Physical Education and his assistants. Men, who for approved reasons, may not be taking Military are usually not excused from this physical fitness requirement.

CAMPUS ORGANIZATIONS

DRAMATIC CLUB

The Dramatic Club presents frequent amateur programs through the year. These include chapel skits, one-act plays, and evening performances.

THE FORENSIC SENATE

The Forensic Senate offers to a select group of students the opportunity to improve themselves in the art of public speech and debate and in the technique of research. A number of chapel and intercollegiate debates are held during the year. The year's usual schedule carries the college debate teams into Alabama, Mississippi, Louisiana, Florida, South Carolina, North Carolina and Virginia.

HOME ECONOMICS CLUB

This is an organization open to all students who take courses in Home Economics. The aim of the club is to afford students opportunity to become better acquainted with the social and professional activities of Home Economics leaders, and also to provide for their own personal development through active participation in club programs.

SCIENCE CLUB

The membership is composed of science majors and those students especially interested in pre-professional study. The club meets twice monthly.

GLEE CLUBS

The glee clubs function as a Mixed Chorus and as the Men's Glee Club and the Women's Glee Club separately. They give one full concert each quarter in addition to short chapel programs and occasional out-of-town concerts. These organizations try to enrich the college recreational life and to train their members to be of service in community musical activities after finishing college.

THE MILITARY BAND

One of the outstanding features of North Georgia College is the College Military Band. Instruments are furnished by the college for about thirty-five parts. Other members of the band furnish their own instruments. To a student with musical ability, the band presents unusual opportunity for further training. Since the band schedule is under the partial direction of the Military Department, participation in band work is recognized for appropriate military credit.

COLLEGE ORCHESTRA

The Orchestra provides music for various social functions, chapel and evening programs.

WOMAN'S RECREATION ASSOCIATION

The membership of the Woman's Recreation Association, sponsored by the Department of Physical Education, includes all freshman, sophomore and junior girls who are members of one of the four athletic teams. Through dances, hikes, parties and athletic tournaments, the Association contributes generously to the social life of the young women of the college.

The Club provides opportunity for Senior students to participate in the physical education activities of the campus. Meetings are twice monthly.

VARSITY LETTER CLUB

The Varsity Letter Club is made up of those students who have won the official Varsity Letter.

The Varsity Letter is granted to those students who comprise a varsity team, who have satisfactory scholastic averages, and otherwise meet the requirements set up by the Athletic Committee for the sport in which the student participates.

CAMERA CLUB

The Camera Club, with a well equipped photographic laboratory, promotes a campus interest in amateur photography much beyond its limited membership, pictorially records college events and supplies numerous illustrations for both *The Cadet Bugler* and *The Cyclops*.

BUSINESS ADMINISTRATION CLUB

The primary objectives are: to develop a greater awareness on the part of business and secretarial majors of the opportunities in their chosen province; to increase their knowledge of the skills and training requisite to success in positions in business; and to foster the growth of an esprit de corps within the Department of Business Administration.

In keeping with these objectives programs will consist principally of lectures and panels conducted by representatives of industrial enterprises and departmental faculty members with

full opportunity for student participation. Membership is limited to those doing major work in the department.

FUTURE TEACHERS CLUB

Students whose chief vocational interest is teaching and who meet other requirements for membership are invited to become members of the Future Teachers Organization. Both social and professional activities are sponsored in an effort to promote growth of individual members. Meetings are held twice monthly.

STUDENT PUBLICATIONS

The college newspaper, *The Cadet Bugler*, and the annual, *The Cyclops*, are published under the direction of the Students' Association and faculty advisers.

ALUMNI SOCIETY

The Alumni Society of North Georgia College includes in its membership all students who have attended the college, many of whom are now outstanding leaders of the State. The purpose of the Society is to keep alive the traditions and memories of the college and to promote its welfare. The Society has recently turned its attention to various movements of historic interest to the college and the community among which are the unveiling of a tablet on June 3, 1934, to the memory of Hon. William P. Price, the founder of the college, the presentation of a portrait of former president John W. West and the placing of a marker commemorating the founding of the old Government Mint on the site of Price Memorial Hall.

Present officers of the Alumni Society are: Colonel O. L. Amsler, Decatur, Georgia, President; Mr. Robert M. Moore, Dahlonega, Georgia, Vice-President; Mrs. Ida Avery Phillips, Dahlonega, Georgia, Secretary-Treasurer.

SOCIAL AND RELIGIOUS LIFE

GENERAL ASSEMBLY

Assembly is held Tuesday and Thursday mornings at 11:50 o'clock in the college auditorium. Attendance is required.

The exercises are brief, but effort is made to have them inspirational and helpful. College life is here interpreted and in

turn is expressed through student participation, and announcements of general unifying interest and importance are made. Visiting speakers are frequently present.

CHURCH SERVICES

There are three Protestant denominations in Dahlonga, the Baptist, the Methodist and the Presbyterian, all of which maintain Sunday Schools and weekly services. All students, except married men living with their families, are required to attend Sunday morning church services. Following the usual custom and practice prevailing in military colleges, and particularly the United States Military Academy at West Point, Sunday morning "Church Formation" is held for all male students excepting married men as above stated. Students also have the opportunity of participating in such organizations as the Wesley Foundation and the Baptist Training Union, whereas many regularly attend the Bible classes of the three church schools.

Upon request to the Commandant of Cadets or the Dean of Women, students of Catholic or Jewish faith may be excused from church attendance.

CHRISTIAN ASSOCIATIONS

The Young Men's Christian Association is organized to promote a wholesome campus life, to stimulate ideals of honesty and right living and thinking at North Georgia College, and to develop the sense of personal religion among the college men.

The Young Women's Christian Association sponsors a similar work among the women of the college; it exerts a strong influence over the social as well as the religious life of the campus.

The two organizations, in cooperation with the local pastors and the Bible classes for college students, each fall sponsor a week of special worship and prayer known as Religious Emphasis Week.

SOCIAL LIFE

Equally important as academic training is the attainment of that personal culture and bearing which prepares one to take his rightful place in an exacting social, business and professional world. Every effort, therefore, is made to promote a natural, wholesome social life. The fine traditions of the college are

observed, while the student campus organizations make contributions through their various programs and social evenings.

All women students, whether residing in the dormitory or, by special permission, in private homes, are subject to the general social policies formulated by the Faculty Committee on Social Activities and approved by the faculty as a whole. The immediate administration of the social policies rests with the Dean of Women, the Commandant of Cadets and the Dean of the College.

A special social committee composed jointly of faculty members and students plans for frequent informal social gatherings.

SOCIAL CLUBS

The Officers' Club, Sergeants' Club, Corporals' Club, and two local fraternities, Rex and Sigma Theta, make fine contributions to the college life through their frequent social occasions.

ENTERTAINMENT COURSE

That the college community may be kept in touch with the best in music, art, and current thought, an Entertainment Course is maintained without cost to students or faculty. Frequent musical, dramatic and lecture programs add a distinct atmosphere of culture, to the social and recreational life.

BUILDINGS

PRICE MEMORIAL HALL stands on the foundations of the old Government Mint and was named in honor of William P. Price, founder of North Georgia College. It contains classrooms, faculty offices, Book Store and Students' Exchange.

ACADEMIC HALL is a second academic building of the college. Besides classrooms it contains offices for the President, Dean, Registrar, Director of Guidance, Treasurer, Business Manager, and Alumni Secretary.

SCIENCE HALL, a three story, fireproof, brick and concrete building, accommodates the departments of biology, chemistry and physics. The building is equipped throughout with new laboratory furniture.

MILITARY BUILDING, a large two story frame building and a gift of the Federal Works Agency, accommodates the Military Department. It contains classrooms and an auditorium as well as offices for the military personnel.

HOME ECONOMICS BUILDING is a large two story building containing adequate kitchens, laboratories and social rooms. It is equipped throughout with new and modern home economics kitchen and laboratory furniture.

BUSINESS ADMINISTRATION BUILDING, a large two story building, contains classrooms, laboratories and offices for the departments of business administration and education.

COMPANY BARRACKS, a two-story brick dormitory, provides comfortable accommodations for two hundred cadets. It is equipped throughout with all modern conveniences.

BAND HOUSE, the oldest campus dormitory for men, is in excellent physical condition; it is heated by steam and has all conveniences. This is the residence hall for members of the military band.

BARNES HALL, named in appreciation of the continuing services of Professor John C. Barnes, is a three-story residence hall for men and accommodates one hundred cadets.

VETERANS APARTMENTS, furnished by the Federal Public Housing Authority, comprise eighteen housing units for married veteran students.

SANFORD HALL, the dormitory for young women was dedicated in honor of the late Dr. S. V. Sanford, Chancellor of the University System of Georgia. This is a beautiful two-story, fireproof building of steel, concrete and brick construction. It is equipped in modern manner and has venetian blinds and asphalt tile floors throughout. The spacious social room is the center of the college social life.

Men students will be accommodated in Company Barracks, Band House and Barnes Hall. Other men will be assigned to Moore Apartment which is under college control and as necessary to one of several approved boarding houses or private homes, which for years have been open to college men only. While the appointments are sometimes plain, they are adequate and acceptable. Students placed in these boarding houses or homes, that they may otherwise enjoy the advantages afforded by the college, are required to reside there throughout the college year. Transfer to campus or from one house to another cannot, for obvious reasons, be permitted.

Students having been assigned to campus or Moore Apartment accommodations cannot be permitted to transfer to private homes or other off-campus rooms during the year and all such students are expected to take meals in the college dining hall.

Control of the barracks, and all boarding houses which admit students, is vested in the president and the faculty. The Commandant of Cadets is the executive officer for the enforcement of regulations.

The rooms of all men students, whether on or off campus, shall be subject to regular military inspection under the direction of the Commandant and his cadet officers.

Young women not living in their own homes or with near relatives are expected to reside in Sanford Hall, unless other arrangements are approved by the Dean of Women and the Dean of the College. In no case may young women reside in other than officially approved homes, and all plans for residence outside the dormitory must be submitted to the college officials before final arrangements are made. Irrespective of residence all are subject to the general college regulations.

STEWART LIBRARY, named in honor of Dr. Joseph Spencer Stewart, president of North Georgia College from 1897 to 1903, is a building of fire-resistant construction, and contains a large reading room, stack and storage rooms, office and work rooms.

The library contains 17,000 books, exclusive of duplicates and government documents. Three hundred leading magazines are found on the reading tables.

The books and periodicals have been carefully selected, and from year to year there is increased interest in the library for reference and general reading purposes. New books are regularly being added to meet the growing demands of the various departments.

The library is open to students, faculty and citizens alike, and trained librarians seek to make it of educational and cultural value to both the college and the community.

AUDITORIUM is a beautiful two-story brick building. The first floor is given over to the spacious kitchen and dining room, whereas on the second floor is located the college auditorium. Here center many of the college activities—chapel, religious services, entertainments and concerts.

ALUMNI HALL is the gift of the alumni and other former students. It is the college gymnasium and contains the basketball court. The building is an important social center of the college; here are held the dances, informal socials and other college functions.

THE INFIRMARY is a well designed and appointed brick building recently completed. It contains adequate ward and bedrooms, offices for physician and nurse, examination room and kitchenette.

BUILDING PROGRAM

The state Senate-House Investigating Committee four years ago surveyed the needs of North Georgia College. It recommended an extensive development and building program which in terms of current building costs would amount to \$3,000,000.00 or more. Included in this building program are two dormitories, drill hall-gymnasium, Student Union and other necessary facilities. The realization of this development is, of course, contingent upon adequate state appropriations.

FRESHMAN WEEK

The days, September 19-24, are known as "Freshman Week." All Freshmen are expected to report on Monday, September 19, on which day the dormitories open to them for lunch. Freshmen should come to the college on Monday and not earlier. The first appointment which all Freshmen must meet is in the College Auditorium at 8:00 P. M., Monday, September 19.

Sophomores and upper-classmen, unless otherwise invited, will not report until Thursday, September 22.

Registration of all students is completed September 23-24 and class work begins Monday, September 26.

During Freshman Week, new students are introduced to the college atmosphere, the buildings and the library; they also become acquainted with the North Georgia ideals and purposes. During this period required physical examinations and placement tests are taken, and an especial effort is made to select for each one a program of studies suited to his needs and preparation. The faculty and selected upper-classmen assist the Freshmen in making the best possible start in college life.

ARTICLES BROUGHT FROM HOME

Dormitory rooms are furnished with single beds, mattresses, tables, chairs, electric lights and other necessary furniture, but each student must provide towels, a pillow, two pillow cases, four sheets, blankets, laundry bag, bath robe, and other personal articles. In some few private homes to which cadets may be

assigned the beds are double; in such instances notice is given so that appropriate linen may be brought.

Should a cadet desire to ship packages, boxes or trunks in advance of his coming, they may be shipped prepaid by express or otherwise via Gainesville, Georgia, to Commandant of Cadets, North Georgia College, Dahlonega, Georgia. Young women students may ship such packages to Dean of Women, Sanford Hall, North Georgia College, Dahlonega, Georgia. Names of owners should be printed or written on trunks, bags, or other packages in such a way that they will not be effaced in shipment. It is, of course, more satisfactory for the student to bring all such personal property at the time he or she comes to the college.

UPON ARRIVAL AT THE COLLEGE

Upon arrival in Dahlonega students should report.

- (1) For Room Assignment: Young men to Commandant Cobb in Band House; young women to the Dean of Women, Miss Alice Donovan, in Sanford Hall.
- (2) For the next meal: Dining Hall which is centrally located on the campus.
- (3) For the first appointment: To the Auditorium for the first appointment which all freshmen must meet, Monday, September 19, 8:00 P. M.
- (4) For payment of bills: To the Comptroller's Office in the main academic building.
- (5) Books should not be bought until after the Classification Committee has assigned the schedule. Uniform or book deposits are left in the Comptroller's Office, and against these deposits will be issued coupon books for use in the Bookstore and check books for the Uniform Exchange.

COLLEGE EXPENSES

North Georgia College, as one of the senior units of the University System, furnishes four years of college training at surprisingly small expense. There is no charge for tuition, whereas matriculation, activity and health fees are quite nominal. The college mess hall furnishes balanced and nourishing meals to which the college farm, gardens and dairy make contributions.

Personal expenses for both men and women may be kept as

low as the individual students and parents wish; every condition favors economy.

PAYMENT OF BILLS

Fees and deposits are paid in advance at the beginning of each quarter, but board and room rent may be paid either by the quarter (three payments) or by a special seven-payment plan outlined below under the heading, Board and Room. This special plan of distributed payments, requiring minimum outlay at any time, enables many students to be in college who otherwise could not attend. Checks and money orders should be made payable to North Georgia College except for students rooming off the campus. In these cases, checks should be payable to the landlady except that the reservation deposit is sent through the college.

The Veterans Administration pays all fees and textbook costs for students attending under Public Laws 346 and 16. If, however, a veteran does not have his certificate of eligibility at the time of registration, he must pay all fees and will receive refund in full when his certificate is received.

MATRICULATION-HEALTH-ACTIVITY FEE

The Matriculation Fee is \$135.00, the Health Fee \$12.00 and the Activity Fee \$13.50 for the college year; these are paid by the quarter on the following dates:

September 24	\$53.50
January 3	53.50
March 23	53.50

For out-of-state students, the charge is \$460.50. Each payment will be \$153.50. A student will be considered as "out-of-state" unless he has been a citizen of the state for at least twelve months preceding the date of registration in the College. In determining the liability of a student to pay the non-resident fee, the college officials will follow the legal principle that the citizenship of a person under twenty-one years of age will follow the citizenship of the parent or guardian who is entitled to his custody and control. In case of doubt as to the liability of a student to pay the non-resident fee, detailed regulations will be furnished on request.

The Matriculation-Health-Activity fees cover all laboratory and other general fees. Day students enrolled in only one course

pay one-half of matriculation and activity fees. Those enrolled in two or more courses are subject to full matriculation and activity fees. Each student is entitled to a subscription to The Cadet Bugler and to admission to entertainments sponsored by the college and to glee club concerts, week-end movies, dramatic productions and all athletic events. The fee also partially underwrites the debating teams, the Y.M.C.A., Y.W.C.A. and Religious Emphasis Week activities.

The wife of a veteran student who is a resident of Georgia and who is attending North Georgia College under the G. I. Bill of Rights, may be admitted without payment of the Matriculation fee of \$45.00 each quarter. The usual Activities fee of \$4.50 per quarter must, however, be paid together with the Health fee of \$4.00 provided the place of local residence qualifies her to the infirmary service as outlined on catalogue pages 15 and 16.

Students not entitled to Infirmary Service as outlined on catalogue pages 15 and 16 will not pay the Health Fee of \$4.00 per quarter.

All fees, board, room rent and other charges are subject to change at the end of any quarter.

BOARDING STUDENT REGULATIONS

Once a boarding student has been assigned to a place of residence in a dormitory or off campus accommodation, such place of residence cannot be changed before the end of the regular school year in June. This same rule applies to place meals are taken.

All boarding students must be housed in regular college dormitories, apartments, (an apartment is defined as one or more rooms rented for living quarters) or private homes on an approved list. In order for a private home or apartment to be placed on the approved list, the head of such home or apartment must agree to all regulations of the regular college dormitory. These regulations will be enforced by the college; however, the head of an approved home or apartment must agree to inform the commandant of any breach of college regulations or laxity occurring within the home or apartment.

DAY STUDENT DEFINED

All students will be classified as boarding students unless they fall into one of the following specified classifications as day students:

1. Married student living with husband or wife.
2. Student commuting from residence outside Lumpkin County.
3. Student living in home of parents or other close relative, provided such home is not open to other students.

BOARD AND ROOM

The charge for board and room to young women residing in Sanford Hall and cadets assigned to campus accommodations and Moore Apartment is \$306.00 for the college year of nine months.

Couch House is privately operated for accommodation of students only; cadets both room and eat there. The charge for the nine months is \$371.00 plus actual cost of gas heat estimated at \$10.00.

All reservations are made through the college office, and all payments must be in advance. Open accounts, by order of the Board of Regents, cannot be carried.

Following are the dates on which payment for board and room must be made. Students and parents are expected to take note of the amounts due on these dates and to pay promptly without further notice or request. The amounts indicated are based on both the quarterly and the special seven-payment plans.

For young women living in Sanford Hall or cadets assigned to campus dormitories or Moore Apartment the payment schedule is:

DATE	BOARD AND ROOM QUARTERLY PLAN	BOARD AND ROOM 7-PAYMENT PLAN
*September 24	\$108.00	\$ 36.00
October 20		36.00
November 17		36.00
January 3	99.00	49.50
February 1		49.50
March 23	99.00	49.50
May 1		49.50
Total	\$306.00	\$306.00

*Cadets who cannot be assigned to the above quarters will be located in approved private homes. In most instances the appointments are plain, but always they are acceptable. The average room rental is \$2.00 a week per student. Students thus assigned will take meals at Couch House or the college dining hall, depending upon the proximity and capacity of these eating places.

The charge for meals only in the college mess hall is:

DATE	MEALS ONLY QUARTERLY PLAN	MEALS ONLY 7-PAYMENT PLAN
September 24	\$ 84.00	\$ 28.00
October 20		28.00
November 17		28.00
January 3	77.00	38.50
February 1		38.50
March 23	77.00	38.50
May 1		38.50
Total	<u>\$238.00</u>	<u>\$238.00</u>

For cadets assigned to Couch House the payment schedule is:

DATE	BOARD AND ROOM	MEALS ONLY
*September 24	\$ 45.00	\$ 38.00
October 20	45.00	38.00
November 17	45.00	38.00
January 3	59.00	47.75
February 1	59.00	47.75
March 23	59.00	47.75
May 1	59.00	47.75
Total	<u>\$371.00</u>	<u>\$305.00</u>

Actual cost of heat is paid in addition to the above figures. This charge is estimated at \$10.00 per year.

*If a room reservation is desired, either on or off campus, a reservation deposit of \$20 must be made when application is filed. Rooms are reserved in the order in which applications and advance deposits are received. Since requests for rooms exceed accommodations, both old and new students are urged to forward applications as early as possible. Should attendance later become impossible, the entire deposit will be refunded upon request. A room reservation blank will be found at the back of this catalogue.

ENTERTAINMENT OF GUESTS

The college maintains no guest rooms but students may entertain friends and relatives in the dining hall by making pre-

vious arrangements with the dietitian. The charge is 50 cents for each meal.

PERSONAL DEPOSITS

While all bills are paid at the Comptroller's Office the staff is prepared to handle only a very few personal deposits. The young women may, therefore, leave deposits of personal funds with the Comptroller, but the young men will deposit such funds with the Commandant of Cadets or in the local bank.

COST OF BOOKS AND LAUNDRY

The estimated necessary cost of laundry, dry cleaning and pressing is \$35.00 to \$50.00 for the year, whereas approximately the same amounts should be adequate for books. Cost of books, after the initial purchase, may be considerably reduced should the student wish to sell his used texts; these generally bring about two-thirds of the original price. Used books should not be purchased without first checking prices and editions in the bookstore.

BREAKAGE DEPOSITS

While all laboratory fees have been abolished, a deposit of \$15.00 against breakage and damage is required. Each student is responsible for his own room and its furnishings and also for all other items of college property such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptroller's Office. This deposit is paid at the time the student registers for his first quarter and is held throughout his enrollment period. The deposit, subject to reduction for unpaid charges, is returnable upon regular withdrawal or graduation. In case of irregular withdrawal, the breakage deposit is forfeited.

For students rooming in the Couch House, an additional breakage deposit of \$5.00 is required by the Couch House.

REFUNDS

Formal withdrawal must begin with a written approval from the Commandant or Dean of Women. At the time this approval is granted, specific instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal.

In the case of formal withdrawal, refund of Matriculation

Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled registration date, a refund of 80 % of the Matriculation Fee paid for that quarter:
- (2) Between one and two weeks, 60 % ;
- (3) Between two and three weeks, 40 % ;
- (4) Between three and four weeks, 20 % ;
- (5) After four weeks, no refund.

No refund can be made on the Activity or Health fees.

In case of withdrawal, refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds in excess of \$15.00 are sent directly to parents or applied as credits to the student's account. Exceptions to this rule may be made in cases of students over 21 years of age paying their own expenses.

SUMMARY OF COLLEGE COSTS

For the convenience of students and parents, we have summarized all regular costs due at the time of registration. This summary is modified by the comments which follow the table.

	<i>Women Living On or Off Campus and Eating At Dining Hall</i>	<i>Men Living On or Off Campus and Eating At Dining Hall</i>	<i>Men Living Off Campus Eating At The Couch House</i>
FALL QUARTER			
Matriculation—			
Health, Activity Fees . . .	\$ 53.50	\$ 53.50	\$ 53.50
Board, Room Rent, Heat . .	108.00	108.00	138.50
Breakage Deposits	15.00	15.00	20.00
Military Uniforms	100.00	100.00
	<hr/>	<hr/>	<hr/>
Total Fall Quarter . . .	\$176.50	\$276.50	\$312.00
WINTER & SPRING QUARTERS			
Matriculation—			
Health, Activity Fees . . .	\$ 53.50	\$ 53.50	\$ 53.50
Board, Room Rent, Heat . .	99.00	99.00	121.50
	<hr/>	<hr/>	<hr/>
Total Each Quarter . . .	\$152.50	\$152.50	\$175.00
Winter & Spring			

COMMENTS:

1. The above tabulation does not include books, school and gymnasium supplies, laundry, or personal spending money. By careful personal budgeting, these items may be kept as low as the individual student desires.

2. Students who wish to use the special seven payment plan will deduct two-thirds of the Board-Room Rent-Heat figure for the fall quarter and one-half the Board-Room Rent-Heat figure for the winter and spring quarters. These balances will be paid on the dates listed on pages 28 and 29.

3. Veterans who present certificates of eligibility at the time of registration will deduct \$53.50 per quarter from the above figures.

4. Students entering for the first time in the winter or spring quarters will be required to pay the breakage deposits and military uniform costs except that men entering for the first time in the spring quarter will be required to purchase only the summer uniform at approximately \$46.00; however, they are advised to make the full uniform deposit against completion of the uniform purchase in the fall.

MILITARY UNIFORMS

The distinguishing mark of a North Georgia cadet is the college uniform proudly worn at all times as a symbol of his chosen college.

Since civilian clothes are not worn, entering male students should bring to the college only the suits they wear and a supply of personal linen sufficient for the first five days. The use of the regulation college uniform effects a decided economy in clothing costs, including as it does the major items of wardrobe expense except for tan shoes, handkerchiefs and underwear.

With reasonable care and the replacements made possible by the Government allowance to second-year men and the present allowance of \$83.91 to Advanced Course students, the uniform practically represents the student's necessary clothing purchase for the four years' college term.

All physically qualified male students, except those who transfer with Senior class rank, will wear the prescribed college uniform, except that non-ROTC veterans may be permitted to wear an acceptable army uniform provided their request to do so is approved by the Commandant of Cadets. The requirement as to wearing the uniform does not apply to students transferring for summer work only, or to teachers studying at the college.

ARTICLES OF UNIFORM EQUIPMENT

The regulation uniform for fall, winter and spring wear includes: battle jacket, field jacket of drawstring type, raincoat, two wool slacks, three khaki slacks, four khaki shirts, two wool garrison caps, two khaki garrison caps, two khaki ties, web belt, six pair khaki socks, cap and collar ornaments, and a fatigue suit.

A student entering for the first time in the spring quarter is advised to purchase the entire uniform; however, if necessary, he will be permitted to delay purchase of the woolen articles until fall.

The Government furnishes the fatigue suit and field jacket but the cadet must buy all other articles. This issue by the Government enables the College to reduce the uniform cost to approximately \$100.00.

If students have regulation articles of uniform which have been approved by the PMS&T or the Commandant as to size and quality they will not be required to purchase such articles and an appropriate amount will be deducted from the \$100.00 the student is otherwise required to pay.

Two pairs of tan shoes must be furnished extra by the cadet. These should be purchased before coming to the college. One pair must be of the high top, broad toe Army Munson last type; the second pair must be a plain toe, low quarter shoe of conventional army type. Informal shoes of the so-called "loafer" type are not acceptable.

PURCHASE OF THE UNIFORM

Since the design and color of the woolen uniform was changed two years ago, few used articles may be purchased. The color is that of the new army uniform, Shade 33. Students should come to the college prepared to purchase the uniform at the time of entrance; measurements are taken within five-days after registration. The full price should be deposited with the Comptroller's Office and any unused portion of this uniform deposit will be held for future purchases subject to refund on request from the parent any time after the first quarter closes.

All entering students will purchase uniforms of the new Shade 33, except that non-ROTC veterans may be granted the special permission mentioned under the preceding section, "Military Uniforms."

Also, students entering the Advanced Course for the first time will purchase equipment of the new design and shade.

GOVERNMENT ALLOWANCES

All Basic Course students, in general freshmen and sophomores, will receive from the Government an allowance of \$18.00 toward the purchase of uniforms. Since this covers the entire two years or 18 months of the Basic Course, it is not available for the initial purchase; it accumulates as a credit at the rate of \$1.00 each month of college residence.

Advanced Course students now receive a monetary allowance, about 90 cents per day and paid monthly, in lieu of subsistence. This, together with an allowance of \$83.91 toward uniforms plus full degree credit, makes Advanced Military an attractive proposition. These allowances are, to veterans, in addition to their usual benefits under the G. I. Bill. This uniform allowance is almost sufficient to purchase the official college uniform, but since it covers the entire two years or 18 months of the Advanced Course, it is not available for the initial purchase; it accumulates as a credit at the rate of \$4.66 each month of college residence.

Final settlement on uniform allowances cannot be made prior to the date a student withdraws from college; however, earned allowances are credited to the student's account at the end of each quarter and are available for purchase of additional uniform.

All men are advised to deposit the full amount required for uniform and not to depend on the uniform allowance for articles of basic uniform needs. Not only is this wise from the standpoint of uniform needs but final settlements of uniform allowances on a cash basis depend upon this procedure or other proof of actual uniform purchase in the amount of the total allowance available.

GYMNASIUM SUITS

Freshmen and sophomore men, and upper-class men who elect to take the work are required to wear gym uniforms for physical training classes—shorts, T-shirts, and rubber-soled gym shoes. The shorts and T-shirts may be purchased at the Student's Exchange and the cost is approximately \$3.50 per suit. Cadets are advised to bring gym shoes from home, but they may be purchased after arrival through the college. Grey warm-up shirts and pants are also available through the Student's Exchange at approximately \$4.50 per suit. Cadets are strongly advised to purchase these for use in cold weather.

For use in physical education each young woman must provide herself with the regulation college gymnasium suit which will cost approximately \$4.75, tennis slippers or shoes, and white socks. Suits will be ordered through the College Book Store after classes have been organized and measurements taken. Students are asked to furnish tennis shoes, if they can secure them; if not, shoes will be ordered through the Book Store at a price of approximately \$3.00. Students will furnish their own tennis rackets and balls. It would be well to bring extra gymnasium shorts, slacks and a bathing suit.

COLLEGE BOOK STORE

Textbooks and classroom supplies can be purchased at the College Book Store. Charge accounts may not be opened. Since a number of the courses are offered a second time during the year, used texts may frequently be sold to other students at approximately two-thirds the original cost.

STUDENTS EXCHANGE

The North Georgia Exchange, popularly called the "Students Exchange," located in the basement of Price Memorial Hall, is operated for the convenience of students and faculty. Here are sold soft drinks, sandwiches, other refreshments and school supplies.

There is provided in each campus dormitory a branch exchange operated by the students for their convenience during evening hours when the regular exchange is not open. Automatic soft drink machines are also provided in each campus dormitory.

The Student's Exchange also accommodates the college post office where mail is deposited and distributed. One box is available for each two students and all students are assigned a box number regardless of their place of residence in Dahlonega. Each student is required to check his post office box daily for communications from various departments of the College as well as outside mail. The correct address will be, the student's name, N. G. C., Box-----, Dahlonega, Georgia.

LOAN FUNDS

CHARLES McDONALD BROWN FUND

From the Charles McDonald Brown Scholarship Fund the college receives \$1,800 annually. This is to aid worthy young

men who are unable to pay their way through college. The applicant must be at least eighteen years of age, in good health, of proven intellectual ability, and must reside in one of the following counties: Rabun, Habersham, Union, Towns, Fannin, Dawson, Murray, White, Lumpkin, Gilmer, Pickens, Cherokee, Forsyth, Stephens, Banks, Hall, Madison and Hart in Georgia, and Oconee, Anderson and Pickens in South Carolina.

All applications for a Brown Fund loan should be sent to the chairman of the Committee, Mr. John C. Barnes, Dahlonga, Ga.

MOORE LOAN FUND

This fund was donated by Mr. John H. Moore of Dahlonga and formerly a trustee of the college. The purpose of the fund is to provide a limited number of students with that portion of their expenses which they are unable to furnish in cash. Preference is given the graduates of the local Lumpkin County High School. Loan notes bear 4% interest on unpaid balances from date of loan and must be endorsed by two responsible persons. Applications for aid from the Moore Fund should be made to the President of the College.

ADMISSION OF STUDENTS

FRESHMEN

Students who desire to reserve a room should fill in the application blank to be found at the back of this catalogue, and mail it to North Georgia College, Dahlonga, Georgia. Upon receipt of this Application for Admission, and of the \$20.00 advance deposit, quarters in the college dormitories or elsewhere will be reserved. This deposit constitutes part payment of the regular charges for board and room rent; it will be refunded upon request.

Each freshman must be able to furnish the college, through his principal or superintendent, a transcript of his high school record. Blanks for this purpose may be secured from the office of Dean or Registrar, but since the transcript must be sent directly to the college it is customary for the Registrar himself to forward the blank to the high school authority after the student's application and reservation deposit have been received.

ENTRANCE UNITS

The entrance requirement is graduation from an accredited four-year high school with not less than fifteen units accept-

able for college entrance. These units should be distributed as follows:

English	3
Mathematics	2 or 3
Science	1
Social Studies	2
Electives	7 or 6

Of the two required units in Mathematics, one must be in Algebra and it is recommended that the other be in Plane Geometry. Students are at distinct disadvantage in college if they do not offer two units in Algebra and one in Geometry. Freshmen whose high school transcripts show insufficient preparation, must carry Mathematics 105 with either partial or no credit depending upon the grade earned.

Any freshman whose high school preparation in English Grammar or in reading comprehension is inadequate for successful college work is required to take English Fundamentals, English A, with either partial or no college credit depending upon grade earned in the course.

ADMISSION TO ADVANCED STANDING

Students transferring from other colleges should file application for room reservation in usual manner, furnish the Registrar with evidence of honorable dismissal and submit official transcripts of college and high school records previously established. Wherever possible, transcripts should be filed three weeks before date of entrance. A student with honorable dismissal but whose grades average below "C" may be admitted on probation.

Provisional advanced standing assigned a student is dependent upon his later record. Should the quality of work prove unsatisfactory, the advanced standing may be reconsidered and credit appropriately reduced.

SPECIAL STUDENTS

Applicants, twenty years of age, or over, who are not high school graduates, may be admitted as Special Students provided they satisfy the Committee on Admission of their ability to profit by work of college grade. Entrance requirements must be fully met before special students may become candidates for class rank or a degree.

PLACEMENT TESTS

During Freshman Week, all freshmen are required to take general placement tests in English, Reading, Science and Mathematics. These tests are for the information of the administration in its counseling service and for placement in class sections. Any student without satisfactory excuse for not having taken any test will be charged \$1.00 for each make-up.

COUNSELING SERVICE

While all members of the faculty serve as advisers of students, certain designated counselors are charged with specific counseling functions. Upon admission to college, each freshman is assigned to a member of the faculty who serves as his counselor. Normally this counselor serves until the student chooses his field of concentration. The head of the department in which the student chooses to do major work then becomes his adviser.

A student may choose a field of concentration as a sophomore, but will be required to make such a choice before he registers as a junior. After a choice has been made, his program must bear the approval of the head of the department in which he majors and of the Dean. Changes in majors will be permitted only with the approval of the Dean and the heads of the departments involved.

The college seeks to have each individual become familiar with a wide range of information about himself, his interests, his abilities, and his plans or ambitions for the future. By means of a testing service, he is offered facilities which are helpful in discovering these interests and abilities. Information given by these tests will help the student to meet his personal, educational and vocational problems.

PLACEMENT SERVICE

Through its placement service the college assists seniors and alumni in securing positions best suited to their abilities and interests. The services of the placement office are available to all who desire guidance in vocational fields.

CORRESPONDENCE COURSES

North Georgia College offers no Correspondence or Home Study courses. Those who cannot enroll for residence work at the college should communicate with Director, Division of General Extension, University System of Georgia, Athens, Georgia.

ACADEMIC REGULATIONS

CREDITS

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A subject that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in home economics and business administration carry credit value of one hour for each lecture period and one hour for each required laboratory period. For each hour of recitation, two hours of daily preparation are expected.

GRADING SYSTEM

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

A	(90-100)	Excellent
B	(80- 89)	Good
C	(70- 79)	Average
D	(60- 69)	Barely passing
F	(0- 59)	Failure. No credit unless course is repeated in class.
WP	(Withdrew Passing)	
WF	(Withdrew Failing)	

I (Incomplete). I indicates the withholding of a grade because of prolonged illness, or the consent of the Registrar or Dean. I must be removed within six weeks, otherwise it automatically becomes F.

QUALITY POINTS

Graduation depends upon quality of work done as well as quantity. One quarter hour is the credit given for the work of one hour per week through one quarter. The letter grades have the following values: A, three Quality Points per quarter hour; B, two; and C, one. The grades of D and F carry no Quality Points.

For graduation every candidate for a degree must complete a minimum of 185 quarter hours of academic work with an equal number of quality points, or an average of "C". This is exclusive of Orientation, Basic Military Science and Physical Education. The ratio of quality points to hours of credit cannot be less than one.

A grade of "D" represents work scarcely above failure and does not constitute acceptable credit. Indeed, a grade below "C" actually delays or prevents class promotion and graduation.

COLLEGE HONOR

Particularly in a military college does a sense of self-respect, dependability and high honor prevail. Hence at North Georgia any degree of dishonesty in academic or military work, or the giving or receiving of unauthorized help in any quiz, test or examination is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

CLASS ATTENDANCE

1. Regular class attendance is a student obligation. Absence from class or laboratory lowers grades and makes it more difficult to secure a passing average. In case of unsatisfactory scholarship, for any cause, the instructor is at liberty to require conferences, expect additional preparation or make further assignments as may seem necessary for the student's final success.

2. There are no excused absences or cuts from class or chapel, except those necessitated by trips of athletic teams, the band, the glee club, or debating clubs; illness certified by the physician, Commandant or Dean of Women immediately upon the student's return to college; death or critical illness in the student's family; or permission, secured in advance from the President or his representative. In every case, the student is responsible to his instructors for the satisfactory make-up of all work missed.

3. Unexcused absence may at any time cause the student to be placed on probation or asked to withdraw from college. Should reinstatement seem permissible, a special registration fee of \$5.00 will be charged.

4. Courses may not be "dropped." All schedule changes must be approved in advance by the Dean; the student will be held responsible for absences due to irregular change of schedule.

5. Absences are reported daily to the Registrar, who notifies the Dean, the Commandant and the Dean of Women. Each cadet is responsible to the Commandant for all absences, but in the application of the foregoing academic regulations governing absences he is responsible also to the Dean and Registrar.

Absences of the young women are excused only by the Dean of Women or the Dean of the College.

WEEK-END VISITS

The college is regularly in session on Saturdays until 12:00 P. M., except one in each quarter and exclusive of Thanksgiving Recess. On each "free week-end" the college closes at 12:00 P. M. on Friday. All students must return before 7:30 P. M. the following Monday. Free week-ends are given so that necessary medical, dental and business appointments may be met and desirable visits home may be made.

Experience has shown that more frequent visits home or elsewhere are so distracting that student success and promotion are endangered. Parents are, therefore, requested not only to discourage absence from college except on the "free week-end" but positively to insist upon regular attendance and prompt return to the college when visiting permission is granted.

SPECIAL FEES

Former students who enter after the Fall quarter registration days pay a fee of \$1.00 for each day late until a maximum of \$5.00 is reached, with no exception for any reason, unless the student has been unable, on account of illness, to reach the college at registration periods; such cases will be excused on doctor's certificate only.

The College Calendar is definite as to all opening and closing dates and date for final examinations; permission for early departure or late return cannot be granted.

A student desiring to continue his college work after being absent from any class, laboratory or other exercise on the day immediately preceding or immediately following Thanksgiving recess, Christmas recess, Spring recess, any college holiday, or "free week-end" shall pay a fee of \$3.00 for the first day on which the absence occurred, and a fee of \$2.00 for the second day. Only illness of the student, certified by the attending physician, constitutes an acceptable excuse. The student may not re-enter classes until this special fee is paid. Indeed, early departure or late return constitutes "absence without leave" and it is often questionable whether such a student should be readmitted.

A student who fails to complete his registration with both the Registrar and the Comptroller on the date specified is subject to the special fees outlined above.

Students failing to report for announced tests and examinations will be required to make up the work and pay a special fee of \$2.00, unless officially absent with leave as indicated on the Morning Report.

STUDENT WORK LOAD

The normal or average schedule of work, including Orientation, is 16 credit hours for Freshmen and 15 hours for Sophomores, exclusive of Basic Military and physical education. A freshman whose high school transcript and college placement tests indicate defective preparation will be required to carry a reduced credit schedule for the first quarter.

The normal schedule for Juniors and Seniors is 15 hours each quarter except one quarter in which 18 hours constitute the normal load. Women students of Junior Class rank will carry physical education in addition to these hours.

Each student must schedule at least one-third of his work in the afternoon.

WORK LOAD VARIATIONS

Should a student wish to carry a schedule other than the normal load, written request may be filed for:

- (1) A minimum load of 10 credit hours.
- (2) An increase of from 1 to 3 hours; (a) When advanced military science is taken or there is unusual difficulty in making up a practical schedule or when a satisfactory program demands it; (b) An academic average of "B" in at least a normal schedule of work during the preceding quarter.
- (3) In very exceptional cases, 21 hours: Sophomores or upper classmen who (a) have been on the Honors List for at least the two successive quarters immediately preceding; (b) have earned an average of "A" on the work of the preceding quarter.
- (4) Seniors who can otherwise qualify for graduation and the degree may increase the schedule a total of 10 hours provided the extra hours are distributed over the last three quarters of residence.

In no case can a student receive credit in excess of 21 hours a quarter exclusive of Basic Military or physical education.

CHANGE OF CLASSIFICATION

Individual study programs are changed only by written permission from the Dean after approval of the student's adviser. Courses are not "dropped."

Unless for very exceptional reasons, all changes in study programs must be made during the first ten days of the quarter. Withdrawal from a course after the first four weeks results in a grade of "F" being entered on the permanent record.

REPORTS

In general, grades below "C" represent work below average—poor, deficient and unsatisfactory. Other than the final report at the close of the quarter, students receive three reports on their class standings and such reports are also sent to parents. These reports—the first preliminary, the mid-term, and the second preliminary—should be regarded as friendly and informative and should serve as suggestive and invaluable guides to students and parents alike.

At the close of each quarter, final reports are mailed to parents or guardians, provided college bills have been paid and all library and "canteen" obligations met.

REQUIREMENTS FOR RESIDENCE

The following constitute the minimum scholastic conditions, exclusive of Basic Military and required Physical Education, under which students can remain in the college. A student may, however, be dismissed for deficiencies in scholarship even though not automatically excluded under the provisions below indicated.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student who fails to earn at least 10 hours of credit shall be placed on probation for the following quarter. Probation shall continue until a normal load has been passed.

(3) While on academic probation a student must earn at least 10 hours of credit, one-half of which shall carry a minimum grade of "C".

(4) Failure to earn at least 50% of the quality points necessary for a "C" average in a normal load during the three quarters of a college year will debar a student the succeeding quarter. In case a student's work has shown decided improvement in the last quarter, the application of this rule may be discretionary.

(5) Students who fail to meet the above regulations because of illness or because of an approved sub-normal load, may receive such special consideration as their cases merit.

(6) Students dismissed for defective scholarship may register after an absence of one quarter other than the summer quarter. In cases of low scholarship summer study is recommended. Indeed, students excluded because of poor work done during the spring quarter are ineligible for fall quarter registration unless deficiencies are removed during the summer quarter.

ELIGIBILITY

To be eligible for intercollegiate and off-campus extra-curricular activities, the student must pass during the preceding quarter, and with an average of "C", at least ten of the fifteen hours of the usual normal load. However, a student with at least one "C" and whose grades showed marked improvement for the last half of the preceding quarter, and who maintains an average of "C" beginning with the first grade period of the current quarter, may be declared eligible under probation. (Such eligibility to become effective only after first reports are established.)

The special eligibility requirement for editor or business manager of student publications is an average of "C" for the preceding quarter. This applies both for appointment and for continued tenure.

HONORS AND AWARDS

HONORS LIST.

Students who carry a normal and regular study schedule and who during any quarter establish a grade-ratio of 2.0 with no grade below C, and are satisfactory in Basic Military and Physical Education, are placed upon the Honors List. The Honors List is published each quarter.

SCHOLASTIC HONOR BARS.

As a recognition of substantial scholarship, Scholastic Honor Bars are awarded annually and will be presented at Commencement or other appropriate occasion to members of the various classes who remain on the Honors List for three consecutive quarters:

- (1) Red Bar to members of the Freshman Class;
- (2) White Bar to Sophomores;
- (3) Blue Bar to Juniors;
- (4) Gold Bar to Seniors.

SPECIAL CITATION.

Students whose work has been consistently superior receive Special Citation on Commencement Day. To qualify for this Citation, freshmen must earn at least 120 quality points on a normal and regular schedule; sophomores, 240 quality points during the two years; juniors, 350 quality points during the three years.

SENIOR HONORS.

Candidates for the degree after four years at North Georgia may be graduated with special senior honors provided the following grade-ratios have been established. Grade ratio of 2.0—Cum Laude; ratio of 2.45—Magna Cum Laude; ratio of 2.9—Summa Cum Laude.

Transfer students who have been in residence for at least the junior and senior years and have established the following grade-ratios may be graduated with senior honors: Grade-ratio of 2.25—Cum Laude; ratio of 2.7—Magna Cum Laude.

CLARK MATHEMATICS MEDAL.

This medal was donated to the college about sixty years ago by the late Hon. Harlow Clark. It is annually awarded to the student who establishes the highest scholastic average in Mathematics above Mathematics 105 and including Mathematics 345.

PUBLIC SPEAKING CASH PRIZE.

A cash prize is annually donated by a friend of the College; this is awarded at Commencement for excellence in public speech.

FORENSIC SENATE AWARD.

Each year the Forensic Senate awards a plaque to the student who is outstanding in written or oral communication. The award is open to students excelling in radio work, dramatics, public speech, journalism or research.

THE "Y" CUP.

The Memorial Committee of the North Georgia College Y. M. C. A. annually awards its Memorial trophy to the student whose campus influence has been outstanding. The basis of the award is high scholastic average, interest in literary activities, general campus influence and quality of religious leadership, within both the college and the community.

HONORS DAY

In recognition of those students who have made an average of B with no grade lower than C for the two preceding quarters, Honors Day will be observed during the spring quarter. In honor of this group some distinguished speaker will be invited to deliver an address, and the names of the students will be printed on the special Honors Day Program.

CLASS MEMBERSHIP

Class membership is determined by the type of courses completed and by the hours of credit earned with at least an equal number of Quality Points. The minimum requirements for class membership are: Freshman, less than 40 hours; Sophomore, 40-84 hours of the Basic Curriculum; Junior, completion of at least 85 Basic Curriculum hours with an equal number of Quality Points; Senior, 132 hours and above.

REQUIREMENTS FOR GRADUATION

DEGREES

The college offers sequences of courses leading to two degrees, the Bachelor of Arts (A.B.) and the Bachelor of Science (B.S.).

BASIC CURRICULUM

The requirements of the Freshman and Sophomore years total approximately 90 quarter hours, exclusive of Orientation, Basic Military (men) and physical education (women). This Basic Curriculum, with few modifications, is required of freshmen and sophomores, and the completion of at least 85 of these basic hours, with an equal number of Quality Points, is prerequisite to Junior Class standing.

English	20	hours
Social Science	15	hours
Modern Language, until completion of degree requirements, or specific requirements of degrees not requiring language.....	20	hours
Mathematics	10- 5	hours
Science	15	hours
Approved electives	10-15	hours
Total	90	hours

Language, where required for the degree must be started not later than the beginning of the Sophomore year. Any language exemptions earned through high school language credit or superior college work may be utilized for additional electives.

INTERPRETATION OF LANGUAGE REQUIREMENTS

(1) For the A.B. and the general B.S. degrees, the language requirement is 20 hours in one language combined in high

school and college. A student who passes the language Placement Test may satisfy this requirement with 10 hours in the intermediate courses of the language offered for entrance. The minimum language credit that can be earned in college is thus 10 hours in one language.

The above maximum (20 hours) may be reduced 5 hours provided college language grades average B (30 Quality Points), or above and provided not less than 10 hours in one language be in college.

(2) For the Pre-Medical curriculum the minimum requirement is 15 hours with not less than 10 hours in college.

(3) After 10 hours of language credit in college have been earned a student may be given a standardized proficiency test. Attainment of the fixed exemption score will excuse the student from further language requirements.

MAJORS AND MINORS

Not later than the third quarter of his sophomore year, each student chooses a field of Major Study in which must be completed at least 50 hours. Within this field, under the direction of the department head the student selects a Departmental Major of at least 30 hours and a closely related Departmental Minor of at least 20 hours. In Business Administration and Home Economics the Major and Minor are in the same field.

Detailed information as to majors is given as a preliminary statement under the department or is contained in the outline of degree requirements. The specific courses constituting the "related Minor" will be determined by conference with the major and minor departmental heads.

In general, the requirements of the Basic Curriculum do not count as Major or Minor hours.

The student must maintain a minimum average of "C" in his concentration field and take at least one quarter of work, 15 hours, in his major subject during the Senior year.

The concentration program, both required and elective courses, must be approved by the student's adviser and by the Dean of the college. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval of the Dean. Such changes will usually not be permitted later than the third quarter of the Junior year. The change will probably result

in loss of credit required for the degree and may necessitate an additional quarter or more to meet the full outlined requirements of the proposed new program.

MAJOR WORK AND THE DEGREE

The Bachelor of Arts degree is conferred when major work is completed in English, History, French, Spanish or Psychology.

The Bachelor of Science degree is conferred when the major program is Biology, Chemistry, Physics, Mathematics, Business Administration, Secretarial Science, Home Economics, Education or Physical Education.

A standard three-years' pre-medical program is offered, but the degree of Bachelor of Science may be conferred on the completion of the fourth year of pre-medical work. The degree may also be awarded upon the full completion of the first year's work in a standard, approved school of medicine.

CANDIDACY FOR THE DEGREE

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred all indebtedness must be met and the published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student and each candidate should check with the Registrar and also the Dean of the college his program for graduation three quarters before the date of graduation. A final checking with each official should be made at the beginning of the student's last quarter. Failure to meet these obligations will cause the student to assume responsibility in case of error or omission in his program.

APPLICATION FOR DEGREE

Formal written application for the degree must be filed with the Registrar at least six months before the student expects to complete the full outlined degree requirements. Special blank forms for this application may be secured from the Registrar.

REQUIREMENTS FOR THE DEGREE

For the Bachelor of Arts or the Bachelor of Science degree the student must complete the requirements of the Basic Curriculum of the Freshman and Sophomore years and all Junior and Senior prescribed courses; must fulfill the major and minor requirements, and offer sufficient approved elective courses to

bring the total number of credit hours to at least 196. These hours include Orientation required of all freshmen (1 hour), Basic Military and Physical Education (10 hours) required of freshman and sophomore men, and the work in Physical Education required of freshman, sophomore and junior women (10 hours).

As a part of the required 196 hours, all men must offer 18 hours in Advanced Military, unless excused because of physical disability or because veterans or advanced transfer students request and receive exemption.

If because of physical disability or other reason, a student is excused from Basic Military or Physical Education, a like number of academic hours must be substituted.

All seniors are required to write the Graduate Record Examinations. The law of Georgia requires that all candidates for the degree pass a written examination on the Constitution of the United States and the Constitution of Georgia, unless exemption has been earned through credit in courses dealing with these constitutions. These examinations will be given February 27, 1950. A series of lectures will be given in order to aid students in preparing for the examination.

Courses numbered 300 and above constitute the normal Junior and Senior student program. Courses of lower number should not total more than 25 hours.

Unsatisfied required courses take precedence over elective courses.

Transfer students must complete a minimum of 45 hours in residence during their last three quarters.

Not more than one-fourth of the work for a degree may be taken in Extension or by Correspondence.

Graduation depends upon quality of work done as well as quantity. Every candidate for the degree must complete at least 185 hours of academic work, exclusive of Orientation, Basic Military and Physical Education. In these hours of academic work, 185 or more, each candidate for the degree must earn an equal number of Quality Points. A minimum average of "C" must be maintained during the last three quarters regardless of the number of Quality Points previously earned. Not more than twenty-five per cent of the credits offered for graduation may be of "D" grade.

No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred and the diploma awarded. The diploma

fee is \$5.00. Each candidate must be present at graduation unless excused in writing by the Dean.

COURSE REQUIREMENTS FOR DEGREE

BACHELOR OF ARTS DEGREE

English 101, 102, 201, 202	20 hours
Mathematics (Men) 111, 206 or 105, 111.....	10 - 8 hours
Mathematics (Women) 111 or 105	5 - 3 hours
*Modern Language	10 - 20 hours
Science	15 hours
Social Science 101, 102, 204	15 hours
Philosophy 308	5 hours
Political Science 201	5 hours
Psychology 201	5 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Departmental Major	30 hours
Departmental Minor	20 hours
Approved electives (Men)	52 - 40 hours
Approved electives (Women)	57 - 45 hours

*See Interpretation of Language Requirements.

Minimum total, including Advanced Military if required, 196 hours.

BACHELOR OF SCIENCE DEGREE

(GENERAL)

English 101, 102, 201, 202	20 hours
Mathematics 111, 206 or 105, 111	10 - 8 hours
*Modern Language	10 - 20 hours
Science	20 hours
Social Science 101, 102, 204	15 hours
Philosophy 308	5 hours
Psychology 201	5 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Departmental Major	30 hours
Departmental Minor	20 hours
Approved electives	52 - 40 hours

*See Interpretation of Language Requirements.

Minimum total, including Advanced Military if required, 196 hours.

BACHELOR OF SCIENCE DEGREE**(BUSINESS ADMINISTRATION)**

English	20 hours
Mathematics (Men) 111, 206 or 105, 111.....	10 - 8 hours
Mathematics (Women) 111 or 105	5 - 3 hours
Political Science 201	5 hours
Science	15 hours
*Modern Language	10 - 20 hours
Social Science 101, 102, 302 or 303, 311	20 hours
Business Administration 206, 207, 265, 266, 302, 340, 350, 360, 362, 430, 460, 470, 480, 490	70 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Approved electives (Men)	35 - 25 hours
Approved electives (Women)	40 - 30 hours

*See Interpretation of Language Requirements.

The above outlined program constitutes the required work for Business Administration majors and it is strongly recommended for all. It is recognized, however, that there is an occasional student with a more highly specialized vocational interest. In such a case, upon the written recommendation of the department head, the Dean may permit additional courses in the field of advanced accounting and corporation finance to be substituted for an equal number of hours in language.

Minimum total, including Advanced Military if required, 196 hours.

BACHELOR OF SCIENCE DEGREE**(SECRETARIAL SCIENCE)**

English 101, 102, 201, 202	20 hours
Mathematics 111 or 105	5 - 3 hours
*Modern Language	10 - 20 hours
Political Science 201	5 hours
Psychology 201	5 hours
Science	15 hours
Social Science 101, 102	10 hours
Business Administration 206, 207, 265, 266, 302, 350, 362, 460	40 hours
Secretarial Science 320, 321, 322, 312, 314, 315, 416, 420, 424	36 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Approved electives	41 - 29 hours

*See Interpretation of Language Requirements.

It is recommended that Education 204, 305, 309 or 310 be included among the electives.

Minimum total, including Advanced Military if required, 196 hours.

BACHELOR OF SCIENCE DEGREE

(PRE-MEDICAL)

Under the Department of Biology is outlined a standard three-years' pre-medical program, but since many schools of medicine require a college degree for admission, students of North Georgia College are given opportunity to complete a fourth year and receive the Bachelor of Science degree. Below is outlined the work of the first three years and also that of the fourth or Senior year.

THREE YEARS' PROGRAM

English 101, 102, 201, 202	20 hours
*French or German	10 - 15 hours
Mathematics 111, 206 or 105, 111	10 - 8 hours
Psychology 201	5 hours
Social Science 101, 102, 201 or 204	15 hours
Chemistry 103, 104, 200, 201, 202, 301, 302	35 hours
Physics 223, 224, 225	15 hours
Zoology 220, 321, 322	16 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Approved electives	21 - 9 hours
*See Interpretation of Language Requirements.	
Advanced Military (men) to be taken during the third year.	

SENIOR PRE-MEDICAL YEAR

A student having fully completed the Three Years' Pre-Medical program and who remains for the Senior Pre-Medical Year and the B.S. degree should complete a major in Chemistry or Biology, and take other advanced courses to give a schedule of at least 45 hours for the senior year. This schedule for men should include Advanced Military.

Minimum total, including Advanced Military if required, 196 hours.

BACHELOR OF SCIENCE DEGREE

(HOME ECONOMICS)

English 101, 102, 201, 202	20 hours
Biology 101, 102 or 220, 324, 390	20 hours

Chemistry 101, 102, 300	16 hours
Mathematics 111 or 105	5 - 3 hours
Physics 20	5 hours
Psychology 201	5 hours
Social Science 101, 102, 204	15 hours
Public Speaking 211	5 hours
Home Economics 101, 102, 205, 222, 275, 293, 368, 323, 306, 325, 411, 420, 445, 490	62 hours
Orientation	1 hour
Physical Education	10 hours
*Approved electives	34 - 32 hours
*Students expecting to teach should take as electives Education 204, 305, 309 or 310.	
Minimum total, 196 hours.	

BACHELOR OF SCIENCE DEGREE (EDUCATION)

Orientation	1 hour
English 101, 102, 201, 202, 211	25 hours
Mathematics	
(a) Men—111, 206, or 105, 111	10 - 8 hours
(b) Women—111 or 105	5 - 3 hours
Science	15 hours
Social Science 101, 102, 201, 204	20 hours
Music Appreciation 205 or Art Survey (Home Economics 102)	5 hours
Psychology 201	5 hours
Economics 265, Geography 302, or Philosophy 308....	5 hours
Health Education (Nonmilitary students only)	5 hours
(a) Divisional Teaching Major*	50 hours
or	
(b) Teaching Major*	30 hours
Teaching Minor*	20 hours
or	
(c) Approved specialized courses for elementary teachers (To be selected from these fields: Speech, Children's Literature, Conservation, Geography, Nature Study, American History, Nutrition, School and Community Health, Games for Elementary School Children, Music Fundamentals and Methods, and Public School Art)	50 hours
Education	30 hours
Basic Military or Physical Education.....	10 hours

Approved Electives20 - 27 hours

Courses in Education must include Education 204, 305, 309, and 310.

*Divisional Teaching Majors may be selected from these fields: English, Natural Science, Social Science, or Commercial Education. Teaching Majors may be selected from these fields: English, Natural Science, Social Science, Spanish, French, and Mathematics. Teaching Minors may be selected from these fields: English, Natural Science, Social Science, Mathematics, and Physical Education. Specific courses needed to meet degree requirements in these areas will be worked out with the student's adviser and the department head concerned.

BACHELOR OF SCIENCE DEGREE

(PHYSICAL EDUCATION)

English 101, 102, 201, 20220 hours

Biology 101, 102, 323, 39020 hours

Mathematics (Men) 111, 206, or 105, 11110 - 8 hours

Mathematics (Women) 111 or 105 5 - 3 hours

Psychology 201 5 hours

Public Speaking 211 5 hours

Social Science 101, 10210 hours

Orientation 1 hour

Basic Military or Physical Education10 hours

Physical Education Major40 hours

Teaching Major35 hours

Approved electives (Men)42 - 40 hours

Approved electives (Women)47 - 45 hours

Of these electives 15 hours in Education are recommended; also Chemistry or additional Biology if the student's schedule permits.

Minimum total, including Advanced Military, if required, 196 hours.

DESCRIPTION OF COURSES

GUIDANCE

100. ORIENTATION.

1 hour

Fall Quarter.

Two hours of recitation per week.

A procedure will be followed in this course to: build up skills and proper attitudes in study habits in the various fields of study; give instruction in the use of the library, with emphasis on how to use the card catalogue and reference books, and prepare a bibliography; acquaint the student with the aims, purposes, organization and regu-

lations of the college; provide a time in which to gather information from the freshman which is necessary for proper guidance.

This course is required of all first quarter freshman.

DEPARTMENT OF BIOLOGY

MAJOR REQUIREMENTS:

A major in Biology consists of 36 hours chosen from the following courses; Biology 220, 321, 322, 320, 324, 426, 400, 323, 390, and Botany 221, 222, 343.

Human Biology 101-102 should be included in the Basic Curriculum.

101-102. HUMAN BIOLOGY. 5-5 hours

Biology 101, Fall, Winter and Spring Quarters; Biology 102, Fall, Winter and Spring Quarters. Lectures, demonstrations, conferences.

The aim of this course is to give the student some acquaintance with the vital phenomena in general and their application to the human organism. The first half will deal particularly with the problems of the individual. Its subject matter will include an introduction to the fundamental facts of biology, human anatomy, and physiology, and the maintenance of health in the individual. The second half will deal with problems of the racial life of man. In this phase of the course will be included studies of public health problems, reproduction, genetics and eugenics, and racial development.

220. GENERAL ZOOLOGY. 5 hours

Fall and Winter Quarters.

Four lectures and two laboratory periods of two hours each per week. An introductory course preceding other courses in the department, in which the fundamental facts of the structure and activities of lower animals are stressed. The student will acquire technique of dissection and learn to use the microscope.

321. COMPARATIVE ANATOMY OF THE VERTEBRATES. 6 hours

Winter Quarter.

Four lectures and two laboratory periods of three hours each per week. A course especially for pre-medical students and biology majors, who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory.

Prerequisite: Zoology 220.

322. ANATOMY OF THE CAT. 5 hours

Spring Quarter.

Three lectures and two laboratory periods of three hours each per week. The course is divided into osteology, myology, visceral anatomy, vascular and nervous systems.

Prerequisite: Zoology 321.

323. HUMAN ANATOMY AND PHYSIOLOGY. 5 hours

Fall Quarter.

Four lectures and two laboratory periods of two hours each per week. An advanced course in the general structure and function of the human body.

Prerequisites: Biology 101, 102 or Zoology 220.

324. INTRODUCTORY BACTERIOLOGY. 5 hours

Fall Quarter.

Four lectures and two double laboratory periods per week. Introduction to bacteriological principles and technique will be given. The course is designed for students in Home Economics, Technicians and biology majors.

Prerequisites: Two courses in Chemistry and two courses in Biology.

426. TECHNICIAN COURSE. 5 hours

Spring Quarter.

Three lectures and two laboratory periods of two hours each per week. The course includes a working knowledge of the following: Medical bacteriology, medical biology, parasitology, blood counts and blood typing. Blood sugar and hemoglobin determination, sanitary surveys, preparation of temporary and permanent tissue mounts and urinalysis.

Prerequisites: Bacteriology and one course in Organic Chemistry.

320. GENETICS. 5 hours

Spring Quarter.

Five lecture hours and demonstration per week.

Elementary principles of heredity and their relationship to plants and animal breeding, with brief extension into human heredity.

Prerequisite: One basic course in Biology.

Not open to freshmen.

221, 222. BOTANY. 5-5 hours

Fall and Winter Quarters. Four hours of lecture and five of laboratory per week.

A survey of the plant kingdom with emphasis upon the economic

plants. Botany 221 deals primarily with the structure and physiology of seed bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction and relationships.

343. BOTANY-PLANT PHYSIOLOGY. 5 hours

Spring Quarter.

Two lectures and three double laboratory periods per week.

A study of the various aspects of the physiological processes occurring in plants.

Prerequisite: Botany 221-222.

390. HEALTH EDUCATION. 5 hours

Winter Quarter.

This is a study of the human body, plan and posture, individual development, body functions and systems, exercises and rest, conditioning and training, bathing, narcotics and drugs, work and recreation, sex and social hygiene, body resistance and immunity. Food, water, air and climate, sewage and garbage disposal, communicable disease, vital statistics, and legal and social regulations pertaining to personal and community health.

400. ANIMAL HISTOLOGY. 5 hours

Offered on demand.

Three lectures and two double laboratory periods per week. A study of histological structure of organ systems in the higher vertebrate groups.

Prerequisite: Zoology 322.

401. GENERAL EMBRYOLOGY. 5 hours

Offered on demand.

Three lectures and two double laboratory periods per week. A study of the germ cells and early developmental stages of vertebrates. Emphasis on organogeny of the chick, pig, and man.

Prerequisite: Zoology 220-321.

PRE-MEDICAL STUDIES

(THREE YEARS)

In general, the pre-medical course in both quantity and quality must be such as to make it acceptable as the equivalent of the first three years of the course leading to the degree of Bachelor of Science or Bachelor of Arts in approved colleges of arts and sciences.

Upon completion of the first year's work in the school of medicine, the student is eligible to receive the Bachelor of Science degree.

The following courses are considered normal for the average student enrolled in the three-year Pre-medical Course:

English 101, 102, 201, 202	20 hours
*French or German	10 - 15 hours
Mathematics 111, 206 or 105, 111	10 - 8 hours
Psychology 201	5 hours
Social Science 101, 102, 201 or 204	15 hours
Chemistry 103, 104, 200, 201, 202, 301, 302	35 hours
Physics 223, 224, 225	15 hours
Zoology 220, 321, 322	16 hours
Orientation	1 hour
Basic Military or Physical Education	10 hours
Approved electives	21 - 9 hours

*See Interpretation of Language Requirements.

Advanced Military (men) to be taken during the third year.

SENIOR PRE-MEDICAL YEAR

A student having fully completed the Three Years' Pre-Medical program and who remains for the Senior Pre-Medical Year and the B.S. degree should complete a major in Chemistry or Biology, and take other advanced courses to give a schedule of at least 45 hours for the senior year. This schedule for men should include Advanced Military.

Minimum total, including Advanced Military if required, 196 hours.

DEPARTMENT OF BUSINESS ADMINISTRATION

The Department of Business Administration offers a program of study designed to qualify its students for beginning useful careers at graduation and, at the same time, to instill a command of fundamentals upon which they may build for subsequent advancement to positions of responsibility.

In attempting to attain these objectives the curriculum for the B.S. in Business Administration includes a program of basic studies—English, modern language, government, history, mathematics, science, economics, business law, statistics and a relatively specialized concentration in accounting and merchandising.

The curriculum for the B.S. in Secretarial Science includes a unified program of basic studies—English, modern languages, mathematics, science, government, history, economics and business law, and a concentration in secretarial science.

MAJOR REQUIREMENTS:

The requirement for a major in Business Administration or Secretarial Science is outlined on pages 51 and 52.

COURSES IN BUSINESS ADMINISTRATION

206. PRINCIPLES OF ACCOUNTING. 5 hours

Fall and Spring Quarters.

An elementary course in the principles and methods of maintaining accounting records and the preparation of accounting reports with emphasis on accounting for proprietorships. Recitation three hours a week; laboratory six hours.

Prerequisite or Concurrent: Business Administration 265.

207. PRINCIPLES OF ACCOUNTING. 5 hours

Fall and Winter Quarters.

A continuation of Business Administration 206 with emphasis on partnership and corporate accounting principles and methods and on accounting problems arising in connection with manufacturing activities. Recitation three hours a week; laboratory six hours.

Prerequisite: Business Administration 206.

265. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter and Spring Quarters.

A survey of the individual and social phenomena that arise from the wealth-acquiring and wealth-using activities of man. Consideration of the economic problems arising in connection with production, consumption, and exchange of commodities and services are considered in detail.

266. PRINCIPLES OF ECONOMICS. 5 hours

Winter and Spring Quarters.

A continuation of Business Administration 265 with emphasis on the problems of distribution of wealth. Attention is given to problems of labor, public finance and technological improvements.

Prerequisite: Business Administration 265.

302. ECONOMIC GEOGRAPHY. 5 hours

Spring Quarter.

The objective of the course is to give the student an understanding of the following geographical distributions and their significance: the distribution of population; the distribution of pursuits and facilities by which people gain their living; and the distribution of governmental and other social institutions.

340. MATHEMATICS OF FINANCE. 5 hours

Fall Quarter.

A study of simple and compound interest, simple discount, and annuities. Applications to solutions of problems in amortization, sinking funds, and valuation of bonds.

Prerequisite: Business Administration 265 and Mathematics 105 and 111.

350. PRINCIPLES OF MARKETING. 5 hours

Winter Quarter.

A functional study of market organization. Considerable attention is given to the discussion of retail types such as the chain store, the department store, the mail order house, and the general store. Special attention is devoted to market finance, price maintenance, unfair competition and the cost of marketing.

Prerequisite: Business Administration 265 and 266.

362. BUSINESS LAW. 5 hours

Spring Quarter.

The course covers contracts, agency, sales, and negotiable instruments. Reference in every subject is made to the Georgia law. Principles are dwelt upon to some extent and the student is referred to decided cases to find the nature of the reasoning which brought forth the principles in question.

Prerequisite: Business Administration 265 and 266.

360. STATISTICAL METHODS. 5 hours

Winter Quarter.

An introduction to the sources of business data, the use of calculators, simple charts and graphs, averages, dispersion, correlation and time series analysis.

Prerequisite: Business Administration 265, 266, and 340.

380. INTERMEDIATE ACCOUNTING. 5 hours

Fall Quarter.

An advanced study of partnership and corporate accounting principles and a study of the general principles and practices that constitute acceptable accounting procedures for all types of business organization. Recitation four hours a week; laboratory three hours.

Prerequisite: Business Administration 206 and 207.

390. ADVANCED ACCOUNTING. 5 hours

Winter Quarter.

A more advanced study of accounting principles with attention given to the more difficult and specialized phases of accounting practices that arise in large organizations, foreign trade, estates and trusts, and public administration.

Prerequisite: Business Administration 380.

426. COST ACCOUNTING. 5 hours

Spring Quarter.

A study of the theory and practices of accounting for the costs of manufacturing and selling. The treatment of labor, material, and overhead costs in both job-order and process industries receive detailed consideration. Designed to develop an appreciation of the uses of cost information for the administration and control of business organizations. Recitation four hours a week; laboratory three hours.

Prerequisite: Business Administration 207.

430. SALESMANSHIP. 5 hours

Fall Quarter.

Among the problems considered are the formulation of selling policies, the actual selling process, the creation of effective demand, sales campaigns, the selection and training of salesmen, and related topics.

460. MONEY AND BANKING. 5 hours

Winter Quarter.

The course deals with money standards, money and prices, the nature and functions of credit, banking functions, types of banking institutions, and banking legislation.

Prerequisite: Business Administration 265 and 266.

465. CORPORATION FINANCE. 5 hours

Winter Quarter.

The organization and financing of a business enterprise; types of securities and their utilization in apportioning income, risk and control, problems of capitalization, refunding, reorganization, and expansion; public regulation of sale of securities.

Prerequisite: Business Administration 206, 207, 265, and 266.

470. INVESTMENTS. 5 hours

Spring Quarter.

Sources of information for the investor; classes of investments, government bonds, municipal and real estate mortgages, public utility, railroad, and industrial securities; movement of security prices; analysis of financial statements and credit risks.

Prerequisite: Business Administration 206, 207, 265, and 266.

480. RETAILING. 5 hours

Spring Quarter.

Selecting a location for, internal layout and departmentization of retail establishments; merchandising policies; store policies toward the public; training and management of personnel; and related topics.

Prerequisite: Business Administration 265 and 266.

490. LABOR PROBLEMS. 5 hours

Winter Quarter.

Insecurity of labor; wages and income; wage theories; substandard workers; industrial conflicts; the structural and functional aspects of labor unionization in the United States; and related topics.

Prerequisite: Business Administration 265 and 266.

COURSES IN SECRETARIAL SCIENCE

312. BEGINNING TYPEWRITING. 2 hours

A practical course in typewriting with emphasis on the technique of machine operation, speed, accuracy, and continuity of movement. Introduction to business letter forms.

314. INTERMEDIATE TYPEWRITING. 2 hours

Winter Quarter.

Further study of the theory and techniques of typewriting, including a thorough study of business letter forms, tabulated material and manuscripts. A speed of 45 words a minute is required.

Prerequisite: Secretarial Science 312.

315. ADVANCED TYPEWRITING. 2 hours

Spring Quarter.

A continuation of Secretarial Science 314 with emphasis on the development of speed and accuracy sufficient for vocational use. A speed of 60 words a minute is required. Open for credit to secretarial students only.

Prerequisite: Secretarial Science 314.

320. BEGINNING SHORTHAND. 5 hours

Fall Quarter.

The theory of Gregg Shorthand with sufficient practice to develop skill in writing at a speed of 60 words a minute. Secretarial duties and traits are given some consideration. Personal use as well as vocational values emphasized. Credit not given until Secretarial Science 321 is completed.

321. INTERMEDIATE SHORTHAND. 5 hours

Winter Quarter.

A continuation of Gregg Shorthand with sufficient practice to develop a speed of 90 to 100 words a minute in dictation.

Prerequisite: Secretarial Science 320.

322. ADVANCED SHORTHAND. 5 hours

Spring Quarter.

A continuation of Secretarial Science 321. Rapid dictation and

transcription. A speed of 120 words a minute required.

Prerequisite: Secretarial Science 32.

416. BUSINESS CORRESPONDENCE. 5 hours

Fall Quarter.

Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, and application letters and business reports.

Prerequisite: English 101, 102.

420. OFFICE MACHINES. 5 hours

Winter Quarter.

The use of dictaphones, ediphones, mimeographing machines, and calculators. Sufficient practice will be given to develop skill in the operation and care of such machines.

Prerequisite: Secretarial Science 315 and 322.

424. ADVANCED SECRETARIAL PRACTICE. 5 hours

This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Various activities of the modern office will be observed with special emphasis placed on the principles, procedures, and systems of filing with sufficient practice with laboratory sets to develop facility and skill.

Prerequisite: Secretarial Science 315 and 322.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers major work in the field of Chemistry. It also offers pre-professional courses for Home Economics, Medicine, Pharmacy, Dentistry and other fields. Three quarters of General Physics and Mathematics through two quarters of Calculus are required for a Chemistry major. The student should acquire a reading knowledge of German. Part of the above requirement will be waived if the student wishes to major in Chemistry, but is not working for a professional career in this science. A professional career would imply that the student desires to be a research chemist and probably would study chemistry through a Master's or a Doctor's degree. A non-professional career would imply that the student expected to do no work for an advanced degree in chemistry and probably would follow some related line of work rather than chemistry as a profession. A pre-medical student who majored in chemistry, a teacher of chemistry in high school, or a routine analyst would be an example.

The minimum number of Chemistry courses for the professional

B.S. above 103 and 104 are: 200, 202, 203, 301, 302, 303 (or 304), 305, 401, 402, 406. A student may not continue the above program after Chemistry 203 unless he has maintained a B average but may follow the non-professional program.

The minimum number of Chemistry courses for the non-professional B.S. above 103 and 104 are: 200, 202, 203, (or 305), 301, 302, 400.

The minimum number of Chemistry courses for a minor above 103 and 104 are: 200, 202, 300, 400.

100. INTRODUCTION TO CHEMISTRY. 5 hours
Spring Quarter.

A course surveying Chemistry in one quarter for non-science majors. It will cover the applications of Chemistry in every day living. Scientific thinking, the philosophy of science, and the methods of the scientist will be touched on. Topics such as the concept of matter, the concept of energy, the fundamental structure of matter, the divisions of chemistry and the application of chemistry will be discussed. Students who take Chemistry 100 cannot later take Chemistry 101 or 103 for credit. Six hours lecture per week including demonstration laboratory.

101-102. GENERAL CHEMISTRY. 5-5 hours
Fall and Winter Quarters.

Five hours lecture and one three-hour laboratory period per week. A two-quarter course in general chemistry for girls. The applications to Home Economics are stressed.

103-104, 200. GENERAL CHEMISTRY AND QUALITATIVE ANALYSIS. 5-5, 5 hours

These three courses constitute the usual year's work in beginning college chemistry.

Chemistry 103—Summer, Fall and Winter Quarters. Four hours lecture and one three-hour laboratory period per week.

Chemistry 104—Fall, Winter and Spring Quarters. Four hours lecture and one three-hour laboratory period per week.

Chemistry 200—Fall, Winter and Summer Quarters. Three hours lecture and two three-hour laboratory periods per week. The laboratory work of this course consists of qualitative analysis.

Credit will not be given for 103 unless 104 is satisfactorily completed. However, all three courses must be taken if a student continues in Chemistry.

202, 203. QUANTITATIVE ANALYSIS. 5-5 hours
Fall and Winter Quarters.

These courses include gravimetric, volumetric and electrometric

methods. Two hours lecture and nine hours laboratory work per week.

205. PHOTOGRAPHY. 5 hours

Spring or Summer Quarter.

Five recitations and one three-hour laboratory period per week.

Prerequisite: The consent of instructor is required to register for the course.

300. ORGANIC CHEMISTRY—Brief Course. 6 hours

Fall or Spring Quarter.

A short course in Organic Chemistry. Six lectures and one four-hour laboratory period per week.

301.-302. ORGANIC CHEMISTRY. 5-5 hours

Fall and Winter Quarters.

Five hours lecture and one four-hour laboratory period per week.

303. QUALITATIVE ORGANIC ANALYSIS. 5 hours

Spring Quarter.

Three hours lecture and six hours laboratory work per week.

Not offered in 1949-50.

304. ORGANIC REACTIONS AND PREPARATIONS. 5 hours

Spring Quarter.

Three hours lecture and six hours laboratory work per week.

Prerequisite: Chemistry 301 and 302.

305. INORGANIC CHEMISTRY AND INORGANIC PREPARATIONS. 5 hours

Spring Quarter.

An extension of the study of inorganic chemistry begun in General Chemistry and Qualitative Analysis. The presentation is based on the periodic table, and such matters as the atomic structure of the elements, nature of the chemical bond, crystal systems and atomic configurations are discussed. Three hours lecture and two three-hour laboratory periods per week.

400. PHYSICAL CHEMISTRY—Brief Course. 5 hours

Fall Quarter.

Five hours lecture and one three-hour laboratory period per week.

This course does not require calculus and should appeal to pre-medical students.

401-402. PHYSICAL CHEMISTRY. 5-5 hours

Winter and Spring Quarters.

A professional course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical equilibrium, theory of ionization, electrochemistry, chemical kinetics and catalysis, colloids, and the phase rule are discussed. The laboratory work is integrated with the course work, and some familiarity with recent physico-chemical techniques will be acquired. Five hours lecture and one or two three-hour laboratory periods each week.

Prerequisite: Chemistry 202, 302. Three quarters of General Physics and two quarters of calculus.

404. INSTRUMENTAL ANALYSIS.

5 hours

Spring Quarter.

Three hours lecture and two four-hour laboratory periods per week. A study of various instruments as applied to Quantitative Analysis.

Prerequisite: Two quarters of Quantitative Analysis and Physical Chemistry or concurrent with Physical Chemistry.

Not offered in 1949-50.

405. BIOLOGICAL CHEMISTRY.

5 hours

Spring Quarter.

A study of the chemical reactions in the human body. Covers the chemistry of respiration, digestion, the blood, enzymes, hormones and vitamins. Five hours lecture and one three-hour laboratory period per week. Especially recommended for pre-medical students.

Prerequisite: Chemistry 300 or 302.

406. INTRODUCTION TO CHEMICAL RESEARCH.

5 hours

This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree or for the research work for an advanced degree. It will consist of one or two lectures or conference hours per week throughout the senior year (9 months), together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week, the subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors and analysis of experimental data, and report writing. Reference will also be made to specialized research techniques. The laboratory work of the first quarter will consist of exercise in glass-blowing, the construction of glass equipment, and the attainment of high vacua. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report of about twenty-five typewritten pages (senior thesis).

DEPARTMENT OF EDUCATION AND PSYCHOLOGY

MAJOR IN PSYCHOLOGY.

The major consists of 30 hours in Psychology beyond Psychology 201.

Courses in Psychology

201. GENERAL PSYCHOLOGY. 5 hours

Fall, Winter and Spring Quarters.

A study of human behavior, including motivation, emotions, learning, individual differences and the development of personality. A general survey of the field of psychology.

Prerequisite to all other psychology courses.

305. EDUCATIONAL PSYCHOLOGY. 5 hours

Winter Quarter.

See Courses in Education.

312. SOCIAL PSYCHOLOGY. 5 hours

Winter Quarter.

A study of human relationships as applied to social activities, language, customs, propaganda, pressure groups, leadership and crowds.

313. APPLIED PSYCHOLOGY. 5 hours

Winter Quarter.

A study of the relation of psychology to business and industry: motivation and training of employees, advertising, salesmanship, employment and personnel procedures. Some attention will be given to the relationship of psychology to such fields as journalism, medicine and law.

410. PSYCHOLOGY OF CHILDHOOD AND ADOLESCENCE. 5 hours

Winter Quarter.

A presentation of the roles played by growth and maturational factors in the adjustment of children and adolescents. Topics discussed include the biological basis of behavior, emotional development, use of language, play experience, moral and religious training, social adjustment, sex differences, family influences, and personality abnormalities.

Not offered 1949-50.

416. EDUCATIONAL MEASUREMENTS. 5 hours

Spring Quarter.

See Courses in Education.

417. MENTAL HYGIENE.

5 hours

Winter Quarter.

A study of the more general factors which influence mental efficiency; the significance and importance of mental hygiene in modern life. Personal, family, vocational, and social problems as they are related to mental health will be discussed.

Not offered 1949-50.

CHOICE OF TEACHING FIELDS AT THE HIGH SCHOOL LEVEL

Students are encouraged to give careful thought to the selection of teaching fields. The guidance bureau will offer assistance in this important matter. A decision concerning the choices should ordinarily be made before the end of the sophomore year.

Except in the case of commercial education, it is perhaps usually advisable to choose two subject matter fields. In these instances a "Teaching Major" and a "Teaching Minor" would be chosen. However, in the event one wishes to concentrate his efforts in one area this may, in certain instances, be permitted by choosing a divisional teaching major.

A "Teaching Major" normally consists of 30 hours; a "Teaching Minor" 20 hours, exclusive of the Basic Curriculum requirements.

Courses in Education

204. INTRODUCTION TO EDUCATION.

5 hours

Fall Quarter.

The primary purpose of this course is to furnish guidance to prospective teachers. Teaching as a profession will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality.

An overview of the American public school system will be presented.

A prerequisite to other education courses.

305. EDUCATIONAL PSYCHOLOGY.

5 hours

Winter Quarter.

Fundamental principles of child growth and development; physical growth; abilities; interests; attitudes; emotional life; social behavior; and moral and esthetic standards. Emphasis is placed on the guidance and direction of learning activities: the nature, transfer, and application of learning. The above characteristics will be observed in children.

309. SCHOOL AND SOCIETY.

5 hours

Fall Quarter.

This course is designed to help prospective teachers familiarize themselves with the implications of social, economic, political and religious trends and conditions on our educational system. The relationships of community, state, national and international agencies and problems to education will be discussed.

310. CURRICULUM PROBLEMS.

5 hours

Spring Quarter.

A study of the issues and problems pertaining to the selection and organization of instructional material. The course should aid the student in planning courses of study in the light of accepted educational aims and methodology. Grade placement of materials and subject matter will be given considerable emphasis.

Prerequisite: Two courses in Education or permission.

401. AUDIO-VISUAL EDUCATION.

5 hours

Offered on sufficient demand.

This course is intended to increase the efficiency of both beginning and experienced teachers in the use of the radio, projection equipment (including motion pictures) and other illustrative materials. The psychological principles underlying the use of such material will be discussed. Some laboratory work will be included.

402. PROBLEMS OF RURAL EDUCATION.

5 hours

Offered on sufficient demand.

Problems peculiar to rural schools will be studied.

416. EDUCATIONAL MEASUREMENTS.

5 hours

Spring Quarter.

A survey and evaluation of standard tests available for school purposes. Practice will be given in constructing essay and new-type examinations; in administering, scoring, and interpreting test results; and in formulating programs for the improvement of instruction.

Prerequisite: Three courses in Education or Psychology, or an approved equivalent.

417. MENTAL HYGIENE.

5 hours

Winter quarter.

See courses in Psychology.

419. PRINCIPLES OF GUIDANCE.

5 hours

Spring Quarter.

A study of the basic principles of personal, educational and vocational guidance: the organization, administration, and evaluation of

guidance programs in the public schools; securing, evaluating and presenting guidance information; applying this information to the student; consideration of occupations; and the place of administrators and teachers in the guidance program.

Prerequisite: Three courses in Education.

Not offered 1949-50.

Certification of Teachers

The Provisional Certificate will be granted by the State Department of Education to those who take at least three background courses in Education including Education 305 and who have earned from two to four years of acceptable college credit.

These background courses are Introduction to Education, Educational Psychology, School and Society, and Curriculum Problems. Provisional Certificates for beginning teachers are based on two, three and four years of college work. This type of certificate is valid for three years and may be renewed by submitting 9 quarter hours of additional professional credit within the life of the certificate.

A student graduating from North Georgia College with a B.S. degree in Education will be granted a Provisional Certificate valid for three years. This provisional certificate, which includes all professional requirements except practice teaching, may be converted to the professional certificate after three years of successful experience, or after one year of experience by completing two courses of credit in an approved demonstration school or in an elementary Workshop dealing with materials and methods.

SPECIAL SUMMER COURSES FOR TEACHERS

405. THE CONSERVATION AND USE OF NATURAL RESOURCES. 5 hours

Spring Quarter.

A course designed to acquaint students with the importance of and problems pertaining to the conservation and use of such resources as soil, minerals, water, forests and wildlife.

206. FUNDAMENTALS OF MUSIC. 5 hours
- Summer Quarter.

This course is designed to assist students in learning to read music. A study of tonal relationships, rhythms, scales, key signatures, rest and active tones, intervals, chords, terminology and pitch recognition.

Alternate years.

306. MUSIC IN THE ELEMENTARY SCHOOL. 5 hours
Summer Quarter.

This course is designed to acquaint students with music materials and methods adapted to the elementary school. Emphasis is placed on learning songs, rote singing, ear and eye training, singing rounds and two-part singing.

Alternate years.

205. PUBLIC SCHOOL ART. 5 hours

A study of the place of art in the school program. Emphasis is placed on activities suitable for the elementary grades including simple lettering, color study, nature drawing, clay modeling, finger painting and poster making.

Alternate years (not offered in 1950).

305. PUBLIC SCHOOL ARTS AND CRAFTS. 5 hours

A continuation of Art 205 with emphasis on water color, tempera, block printing, art metal work, weaving and dyeing. The importance of design will be stressed.

Alternate years (not offered in 1950).

DEPARTMENT OF ENGLISH

MAJOR REQUIREMENTS:

A major in English consists of six courses, 30 hours, in English from those numbered in the 300's and 400's. This selection should, in general, include English 305, 401 and at least two courses from 301, 303, and 417.

A major in English must select a minor in a closely related field such as modern language or social science.

A. ENGLISH FUNDAMENTALS.

Fall and Winter Quarters. Five recitations a week.

A course in grammar and good usage given to Freshmen who are found, by a placement test, to be deficient in a knowledge of the fundamentals of English grammar and in reading comprehension. This course, first of all, definitely aims to give the student an adequate background for the clear and forceful expression of his ideas, both in speech and in writing. In the second place, it is designed to aid the student in his reading comprehension by teaching him the proper relationship between words, phrases, and clauses in the sentence. It further aims to aid the student in the analysis of a paragraph for the purpose of finding its central theme or idea.

General elective credit of three hours if passed with a grade of "C" or above.

101-102. COMPOSITION AND RHETORIC.

5-5 hours

Given during all quarters.

A course for those Freshmen who pass the English Placement Test and for those who pass the English A course. A handbook of writing will form the basis of the course, but a study of essays and other types of literature, as well as a thorough drill in vocabulary building will also be included. Comprehensive reading on the part of the student will be encouraged. Parallel reading and intensive practice in the writing of themes and term papers will be required.

201. HUMANITIES.

5 hours

Given during all quarters.

A survey of world literature and culture from the earliest beginnings in Greece down to and including the works of Shakespeare. It includes readings from Greek, Latin, Early English, French, and Spanish literatures, concluding with a study of the Renaissance. Emphasis is also given to architecture, sculpture, and painting, which parallel literature in all ages.

202. HUMANITIES.

5 hours

Given during all quarters.

A study of world literature from the time of Milton to the present, including essays, poetry, drama, the novel, and the short story. Special attention is given to the culture and general social conditions in each era studied.

211. PUBLIC SPEAKING.

5 hours

Winter Quarter.

An elective course designed to help the speaker achieve a style of speaking which is natural, correct, and effective. Habits of speech and logical thinking are emphasized in numerous practical speech situations. Freshmen will be permitted to enroll in this course upon approval of the instructor and the Dean.

212. ARGUMENTATION, DEBATE, AND PERSUASION. 5 hours

Spring Quarter.

An elective course designed to afford special study of logical speech construction, refutation, defense, and persuasive techniques. This course is planned for prelegal, ministerial, political science, and journalism students. Students planning to join the varsity debate squad should take this course. Freshmen will be permitted to enroll upon approval of the instructor.

301. AMERICAN LITERATURE TO 1860.

5 hours

Winter Quarter.

A survey of American literature from colonial days to the out-

break of the Civil War. An attempt to study literature in terms of the political and social developments of the times.

Not offered 1949-50.

303. AMERICAN LITERATURE SINCE 1860. 5 hours

Spring Quarter.

A study of literature and cultural conditions in the United States from the Civil War to the present time.

Not offered 1949-50.

305. SHAKESPEARE. 5 hours

Spring Quarter.

A study of representative plays of Shakespeare with respect to the place of each in the playwright's dramatic development. Stress is laid on the historical and social developments of the Elizabethan Age.

Not offered 1949-50.

307. ADVANCED ENGLISH GRAMMAR. 5 hours

Spring Quarter.

A comprehensive study of English grammar, especially for English majors and prospective teachers. Extensive use will be made of diagramming. Special consideration will also be given to the historical and descriptive aspects of grammar. The general aim of the course is to teach the mechanics of the English language so that the student can speak, write, and teach it with accuracy, understanding, and force.

Not offered 1949-50.

309. THE ENGLISH NOVEL. 5 hours

Winter Quarter.

Studies in the development of prose fiction from the eighteenth century to the present.

Not offered 1949-50.

311. THE SHORT STORY. 5 hours

Winter Quarter.

A history of the short story as a distinct literary form, with representative readings from all important writers of modern times.

315. THE ENGLISH DRAMA. 5 hours

Fall Quarter.

A history of the drama from the days of the early Greeks to the present, with special study of representative plays from each period in English dramatic history.

401. THE ENGLISH LANGUAGE. 5 hours

Fall Quarter.

An introduction to the study of the English language with respect to its history, its borrowings, and its present-day problems.

407. EARLY ENGLISH LITERATURE. 5 hours

Fall Quarter.

A survey of English literature from its Anglo-Saxon beginnings through the Age of Milton, excluding, however, the works of Shakespeare. Special attention is given to Chaucer.

Not offered 1949-50.

411. EIGHTEENTH CENTURY LITERATURE. 5 hours

Winter Quarter.

A general survey of prose and poetry from Pope to the beginnings of Romanticism. Special stress is given to Dr. Johnson and his circle.

413. THE ROMANTIC POETS. 5 hours

Fall Quarter.

A study of Romanticism and the major poems of Wordsworth, Coleridge, Byron, Shelley, and Keats.

Not offered 1949-50.

415. VICTORIAN LITERATURE. 5 hours

Spring Quarter.

Readings from the major writers of the period in both prose and poetry. A general study of social conditions in England during the last part of the nineteenth century.

417. SOUTHERN LITERATURE. 5 hours

Spring Quarter.

A study of the culture of the South as reflected in its literature, both in ante-bellum days and in the New South of today.

As a matter of convenience, Music Appreciation is listed in the Department of English but the course does not constitute English credit.

205. MUSIC APPRECIATION FOR THE LISTENER. 5 hours

Spring Quarter.

This course is designed to give the listener and especially the musically untrained listener the fundamental knowledge necessary for incorporating good music into his future recreational and spiritual life. It is of especial importance to public school teachers. No technical knowledge of music is needed.

DEPARTMENT OF HOME ECONOMICS

The Department of Home Economics offers the Bachelor of Science degree in general home economics. The course is designed to meet the needs of students interested primarily in home making and of those who wish to enter the teaching field of non-vocational home economics. It also gives a thorough preparation for those who desire to enter a selected field of specialized home economics study.

101. INTRODUCTORY HOME ECONOMICS. 3 hours

Fall Quarter.

A course which deals with problems of self-discovery and self-direction. Designed to help the student to adjust in a new environment, utilizing facilities for promoting personal development through right social relationships and avocational leisure-time pursuits. Personality, aptitudes and interests are checked against contemplated vocations in order to insure wise vocational choices. The latter part of the course includes the basic facts of the interrelation of family and society under changing conditions and forces of present-day living.

102. ART SURVEY. 5 hours

Spring Quarter.

Four hours lecture and one two-hour laboratory period.

A survey of Art, providing a basis for the development of good taste and Art appreciation. Required of Home Economics majors but offered as a general elective.

205. FOODS. 5 hours

Fall Quarter.

Three recitations and two laboratory periods of three hours each per week.

A practical course to present the facts and principles which govern food selection, preparation and table service. The basic facts of nutrition along with their application to individual needs are studied. Field trips in marketing are included.

Prerequisite or parallel: Chemistry 101, 102.

222. PROBLEMS IN DRESS. 5 hours

Winter Quarter.

One lecture and four double laboratory periods. Clothing selections; emphasis on principles of pattern alterations, fitting and construction; construction of two garments.

275. HOME PLANNING AND FURNISHINGS. 5 hours
Winter Quarter.
Three recitations and two three-hour laboratory periods.
Planning and furnishing the house from the standpoint of family needs; economic and social factors involved; historical background of furniture; application of the principles of art to home furnishing.
293. FAMILY RELATIONS. 5 hours
Spring Quarter.
Five hours' recitation.
The aim of this course is to give a greater appreciation of the home through a study of its history, of the problems in managing the modern home, and of the laws directly affecting it. Not open to students who have credit in Sociology 316.
368. HOME MANAGEMENT. 3 hours
Fall Quarter.
Three hours' lecture.
A study of managerial problems of the home and principles underlying their solution.
323. TEXTILES. 5 hours
Winter Quarter.
Four recitation periods and one two-hour laboratory.
A study of textiles, fibers, and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint. Physical and chemical testing for adulterations and fiber content. Economic consideration in selection and buying.
306. MEAL PLANNING AND TABLE SERVICE. 5 hours
Spring Quarter.
Two lectures and three double laboratory periods. The choice, purchase, preparation and service of meals considering the dietary standards and nutritional needs of the group and for special occasions.
Prerequisite: Foods 205.
325. CLOTHING SELECTION AND CONSTRUCTION. 5 hours
Spring Quarter.
Two lectures and three double laboratory periods.
Prerequisite: Home Economics 222, 323.
411. NUTRITION AND DIETETICS. 5 hours
Fall Quarter.
Three discussion and two two-hour laboratory periods per week.
This course stresses the principles of normal human nutrition. It involves the application of practical feeding problems to the indi-

vidual. Provisions are made for the calculation and preparation of dietaries.

Prerequisite: Organic Chemistry 300.

420. HOME NURSING. 3 hours

Winter Quarter.

Two lectures and one three-hour laboratory period per week.

Prerequisite: Bacteriology 324 and Home Economics 205.

445. CLOTHING FOR CHILDREN. 3 hours

Winter Quarter.

Two two-hour laboratory periods and one-hour recitation per week.

This course is planned for Home Economics students, but may be taken by anyone properly qualified. The course considers infants' and children's clothing from the standpoint of health, economy and appropriateness. The topics studied are suitability of material, design, and color; simplicity of decoration; ease of construction, ease of laundry; and construction for children up to twelve years old.

Prerequisite: Home Economics 222, 323, 325.

490. CHILD DEVELOPMENT. 5 hours

Spring Quarter.

Three lecture periods and two double periods of supervised observation of children.

The physical, mental, emotional and social development of the child from the prenatal period through the school period.

446. TAILORING. 5 hours

Two lectures and three double laboratory periods per week.

Techniques of fine tailoring applied to the making of coats and suits; study of selection of accessories.

Prerequisite: 222, 323, 325, 445.

305. NUTRITION FOR TEACHERS. 5 hours

Summer Term.

Fundamental health habits and the essentials of an adequate diet in relation to the health of the school child; emphasis on how to teach nutrition information to school children; the use of the school lunch in nutrition instruction. (Not open to majors in home economics).

Prerequisite: Senior college standing.

DEPARTMENT OF MATHEMATICS

MAJOR REQUIREMENTS:

A major in mathematics consists of 30 hours from Mathematics

222, 223, 345, 346, 347, 315, 400, 320, Business Administration 340, 360.

105. INTERMEDIATE ALGEBRA.

Fall, Winter and Spring Quarters.

Five hours of recitation per week, and designed to meet the needs of students who have had only one year's work in algebra or whose high school transcript or placement score indicates an inadequate mathematical preparation. The course carries three hours' credit if passed with a grade of C or above, but in every case is non-credit unless taken prior to any other mathematics course.

The fundamental algebraic operations are reviewed and accuracy procedure stressed.

A detailed study of the equation, factor forms, fractions, functions and graphs, linear equations, exponents, radicals and quadratics is given, supplemented by daily class problems.

111. PLANE TRIGONOMETRY.

5 hours

Fall, Winter and Spring Quarters.

Angles and their measure; trigonometry of the right triangle, with exercises in the solution of right triangles and use of natural function tables. The functions of obtuse, fractional and multiple angles, with exercises in their application to trigonometric identities. The trigonometry of the oblique triangle, the law of sines, the law of cosines and the law of tangents. Logarithms with applications to and exercises in numerical and trigonometric calculation.

206. COLLEGE ALGEBRA.

5 hours

Fall, Winter and Spring Quarters.

A review of the fundamental operations, factoring, fractions, linear and quadratic equations; a thorough study of the theory and practice in the use of logarithms, and the usual study in the Theory of Equations.

Prerequisite: Mathematics 111.

222. PLANE ANALYTIC GEOMETRY.

5 hours

Fall and Winter Quarters.

The analytic geometry of the point, line, circle and elementary properties of conic sections; transformations of coordinates, polar and rectangular graphs and the simpler transcendental curves.

Prerequisite: Mathematics 206.

223. ADVANCED ANALYTIC GEOMETRY.

5 hours

Winter and Spring Quarters.

A rapid review of the principles of plane analytics, tangents and

normals, parametric and empirical equations and the elements of solid analytic geometry.

This course is required for students who plan further work in Mathematics.

Prerequisite: Mathematics 222.

315. PLANE SURVEYING. 5 hours
Spring Quarter.

This course is designed to give the student a fair working knowledge of surveying instruments and their care and use. Field work in chaining, leveling, compass, plane table and transit surveys. Office work in calculation from field notes and map making. This course is given from mimeographed notes and library references, and will conform to methods and forms in use in good engineering practice.

Prerequisite: Mathematics 222 and Engineering Drawing 101.

320. APPLIED MECHANICS. 5 hours
Winter Quarter. See Department of Physics.

345. DIFFERENTIAL CALCULUS. 5 hours
Fall and Winter Quarters.

This course includes derivatives of algebraic and transcendental functions and application to slopes, maxima, minima and rates.

Prerequisite: Mathematics 222.

346. DIFFERENTIAL AND INTEGRAL CALCULUS. 5 hours
Winter and Spring Quarters.

This course is a continuation of Mathematics 345 and includes rates, curvature, space geometry, indeterminate forms, series, partial differentiation and integration of standard forms.

Prerequisite: Mathematics 345.

347. ADVANCED CALCULUS. 5 hours
(On Demand)

This course is a continuation of Mathematics 346 with application to areas, lengths, surfaces, volumes, pressure, work, and moments of inertia.

Prerequisite: Mathematics 223 and 346.

350. DESCRIPTIVE ASTRONOMY. 5 hours
Winter Quarter.

A general study of the celestial sphere, with applications to the practical problems of Spherical Trigonometry in the determination of latitude, longitude and time.

400. DIFFERENTIAL EQUATIONS. 5 hours

Ordinary differential equations with application to Physics and Mechanics.

DEPARTMENT OF MODERN LANGUAGES

PLACEMENT TEST. Students offering two high school units in Language will take during Freshman Week a Placement Test. A passing score on this test will entitle admission to course 211 of the language offered for entrance. Students who fail this test may enter course 105 of the language offered for entrance.

PROFICIENCY EXAMINATION. The final course examination of all elementary and intermediate courses is a standardized Proficiency Examination. Attainment of the fixed exemption score will excuse the student from further language requirements provided he has a minimum of ten college hours.

ACCELERATED ELEMENTARY COURSE. French 105 and Spanish 105 are accelerated elementary courses open with permission of the Department to students who have achieved some proficiency in another language and to generally superior students who may wish to reduce their total requirements through accelerated study.

MAJOR REQUIREMENTS:

A major consists of courses 101-102, 211, 212, 215, 301, 302 (35 hours) in one language except that if two high school units be presented in that language, ten hours of a second language will be required.

Courses in French**101-102. ELEMENTARY FRENCH. 10 hours**

Fall-Winter and Winter-Spring Quarters.

Elementary reading and conversation. This course is non-credit for students presenting two high school units in French. French 105 may substitute for French 102 but credit will not be given for both 102 and 105.

105. ACCELERATED ELEMENTARY FRENCH. 5 hours

Fall Quarter.

Elementary reading. This course covers the work of French 101-102 in one quarter but with less time for conversational activities. Prerequisite: Permission of the Department.

211. FRENCH GRAMMAR REVIEW. 5 hours

Winter and Spring Quarters.

Review of grammar and study of simplified reading material.

Prerequisite: French 102 or 105, or a passing score on the French Placement Test.

212. FRENCH FOR READING KNOWLEDGE. 5 hours

Fall Quarter.

Reading of texts of standard difficulty with continued drill on pronunciation and conversation. This course is necessary for a reading knowledge of French.

Prerequisite: French 211 or permission of the Department.

215. FRENCH CONVERSATION AND COMPOSITION. 5 hours

Spring Quarter.

An intensive course in oral and written composition.

Prerequisite: French 211.

301. FRENCH LITERATURE AND CULTURE. 5 hours

Not offered 1949-50.

An introduction to the chief French authors through the Eighteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.

Prerequisite: French 212 or 215.

302. FRENCH LITERATURE AND CULTURE. 5 hours

Winter Quarter.

An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and reading are provided on French customs and culture.

Prerequisite: French 212 or 215.

Courses in Spanish

101-102. ELEMENTARY SPANISH. 10 hours

Fall-Winter and Winter-Spring Quarters.

Elementary reading and conversation. This course is non-credit for students presenting two high school units in Spanish. Spanish 105 may substitute for Spanish 102 but credit will not be given for both 102 and 105.

105. ACCELERATED ELEMENTARY SPANISH. 5 hours

Fall Quarter.

Elementary reading. This course covers the work of Spanish 101-102 in one quarter but with less time for conversational activities.

Prerequisite: Permission of the Department.

211. SPANISH GRAMMAR REVIEW. 5 hours

Winter and Spring Quarters.

Review of grammar and study of simplified reading material.

Prerequisite: French 102 or 105, or a passing score on the Spanish Placement Test.

212. SPANISH FOR READING KNOWLEDGE. 5 hours

Fall Quarter.

Reading of texts of standard difficulty with continued drill on pronunciation and conversation. This course is necessary for a reading knowledge of Spanish.

Prerequisite: Spanish 211 or permission of the Department.

215. SPANISH CONVERSATION AND COMPOSITION. 5 hours

Spring Quarter.

An intensive course in oral and written composition.

Prerequisite: Spanish 211.

301. SPANISH LITERATURE AND CULTURE. 5 hours

Not offered 1949-50.

An introduction to the chief Spanish authors through the Eighteenth Century with the reading of representative works. Instructional lectures and readings are provided on Spanish and Spanish-American customs and culture.

Prerequisite: Spanish 212 or 215.

302. SPANISH LITERATURE AND CULTURE. 5 hours

Fall Quarter.

An introduction to the chief Spanish authors of the Nineteenth and Twentieth Centuries with the reading of representative works. Instructional lectures and readings are provided on Spanish and Spanish-American customs and culture.

Courses in German

101-102. ELEMENTARY GERMAN. 10 hours

Fall-Winter Quarters.

Elementary reading. This course is non-credit for students presenting two high school units in German.

211. GERMAN GRAMMAR REVIEW. 5 hours

Fall and Spring Quarters.

Review of grammar and study of simplified reading material.

Prerequisite: German 102 or a passing score on the German Placement Test.

212. GERMAN FOR READING KNOWLEDGE. 5 hours

Winter Quarter.

Reading of texts of standard difficulty with emphasis on scientific material. This course is necessary for a reading knowledge of German.

Prerequisite: German 211.

DEPARTMENT OF PHYSICS**MAJOR REQUIREMENTS:**

Students majoring in Physics should take the following courses in addition to those listed under basic requirements: Physics 223, 224, 225, 310, and at least two of the courses 320, 330, 340, 400, 410; Chemistry 103, 104, 105; Mathematics 222, 345, 346.

120. HOUSEHOLD PHYSICS. 5 hours

Winter Quarter.

Four lecture-recitations and one three-hour laboratory period per week.

Required of all Home Economics students and open to all girls. The course surveys the fundamentals of physics with emphasis on the application of physical principles in the home. The laboratory work is devoted to experiments which are related directly to household appliances.

121. PHYSICS. 5 hours

Fall and Spring Quarters.

A study of mechanics and heat. The course consists of four demonstration lectures per week and one three-hour laboratory period. The solution of practical problems is stressed. Much of the subject matter relates to one's surroundings.

Prerequisite: Mathematics 105 or its equivalent.

122. PHYSICS. 5 hours

Winter Quarter.

A continuation of Physics 121. A study of the fundamentals of sound, light, and electricity. Four demonstration lectures and one three-hour laboratory period.

Prerequisite: Physics 121 or its equivalent.

223. MECHANICS. 5 hours

Fall, Winter, and Spring Quarters.

Four lecture-recitations and one three-hour laboratory period per week.

A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical

solutions. The laboratory work is designed to clarify physical concepts, develop skill in making precise measurements, and proficiency in the manipulation of apparatus.

Prerequisite: Mathematics 111.

224. ELECTRICITY. 5 hours

Fall and Spring Quarters.

Four lecture-recitations and one three-hour laboratory period per week.

The course is a continuation of Physics 223. It deals with magnetism and static and current electricity.

Prerequisite: Physics 223.

225. HEAT, LIGHT, AND SOUND. 5 hours

Winter Quarter.

Four lecture-recitation and one three-hour laboratory period per week.

The course is a continuation of Physics 223 and Physics 224. It deals with wave theories generally and heat, light, and sound specifically.

Prerequisite: Physics 223.

310. MODERN PHYSICS. 5 hours

Fall Quarter.

An introduction to modern physics dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in Atomic and Nuclear Physics. No laboratory work is included.

Prerequisite: Physics 224 and 225.

320. APPLIED MECHANICS. 5 hours

Spring Quarter.

The course deals with the effect of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Applied Mechanics may be used for either Mathematics or Physics credit.

Prerequisite: Physics 223; may be taken concurrently with Mathematics 346.

Alternate years—not offered in 1949-50.

330. THEORY OF OPTICS. 5 hours

Fall Quarter.

Four hours lecture-recitation and one three-hour laboratory per week.

A study of the electromagnetic field and its application to the

phenomena of reflection, refraction, interference, diffraction, and spectroscopy.

Prerequisite: Physics 225; may be taken concurrently with Mathematics 346.

340. RADIO PHYSICS. 5 hours

Winter Quarter.

Four lecture-recitations and one three-hour laboratory per week.

A study of the elementary principles of radio. The laboratory work consists of construction of radio sets and the use of testing equipment.

Prerequisite: Physics 224.

360. COMMUNICATIONS. 5 hours

Spring Quarter.

The course deals with the theory and actual operation of both voice and continuous wave transmitters and communication receivers. The work parallels the requirements for F. C. C. examinations for operators as far as basic radio theory and Radio Physics are concerned.

Prerequisite: Physics 340.

Alternate years—not offered in 1949-50.

400. HEAT. 5 hours

Three lecture-recitations and two three-hour laboratory periods per week.

A study of temperature and its measurements, calorimetry, and some topics from Thermodynamics.

Prerequisite: Physics 225; may be taken concurrently with Mathematics 346.

Alternate years—not offered in 1949-50.

410. DIRECT CURRENT ELECTRICITY. 5 hours

Fall Quarter.

Four lecture-recitations and one three-hour laboratory per week.

A course dealing with the theory and application of D. C. electrical measurements, machinery, transmission, and distribution.

Prerequisite: Physics 224; may be taken concurrently with Mathematics 346.

420. ALTERNATING CURRENT ELECTRICITY. 5 hours

Winter Quarter.

Four lecture-recitations and one three-hour laboratory per week.

A course dealing with the theory and application of alternating current measurements, machinery, transmission, and distribution.

Prerequisite: Physics 410.

430. ELECTRONICS.

5 hours

Spring Quarter.

Four lecture-recitations and one three-hour laboratory per week.

A course dealing with the theory and application of the electromagnetic spectrum from radio through x-rays as these radiations are produced, detected, and controlled by electronic devices.

Prerequisite: Physics 340; may be taken concurrently with Mathematics 346.

COURSES IN ENGINEERING DRAWING

101. ENGINEERING DRAWING.

2 hours

Fall Quarter.

First quarter of a three-quarter course requiring six or more hours in the drawing room each week. The course covers proper use of drawing instruments and equipment, the theory of orthographic projection, applied geometry, auxiliary projection, and simple sections. Particular emphasis is placed on development of technique. Only pencil drawings are required.

102. ENGINEERING DRAWING.

2 hours

Winter Quarter.

The second quarter of the three-quarter course covers additional section work, dimensioning, working drawings, technical sketching, pencil drawings for reproduction, fastening devices, and pictorial representation. Pencil drawings only.

Prerequisite: Engineering Drawing 101.

103. ENGINEERING DRAWING.

2 hours

Spring Quarter.

The final quarter of the three-quarter course includes detailed sketching from assemblies, fits and decimal dimensioning, ink tracings, pipe fittings, springs, and assembly drawings.

Prerequisite: Engineering Drawing 102.

DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

The purpose of the Department of Health and Physical Education is three-fold: first, to provide a required program which will bring vigorous health, desirable habits of conduct, and recreation to all students; second, to offer a program of intramural sports for all students aimed at developing attitudes and skills in physical activities which may be enjoyed in adult life; third, to prepare professional

teachers of health, physical education, athletic coaches, and recreational workers.

All freshman and sophomore men, except those returning from Service, and all freshman, sophomore and junior women are required to enroll for physical education.

Physical Education for Men

All freshman and sophomore men, except those returning from Service are required to take two hours of physical education per week. The program includes apparatus work, tumbling, and sports.

100M. FRESHMAN PHYSICAL EDUCATION.

Fall Quarter—Touch football.

Winter Quarter—Gymnastics and tumbling.

Spring Quarter—Volleyball and softball.

200M. SOPHOMORE PHYSICAL EDUCATION.

Fall Quarter—Boxing.

Winter Quarter—Basketball.

Spring Quarter—Track and tennis.

The intramural program for men includes the following sports:

Fall Quarter—Boxing and football.

Winter Quarter—Basketball and volleyball.

Spring Quarter—Softball, tennis and track.

All students, who are physically able, are urged to take an active part in the intramural program.

Courses in Health and Physical Education

Courses numbered as "M" courses (105M) are open only to men; other courses are open to both men and women.

Required courses for physical education majors will include the following: Men, 215, 305M, 310M, 315M, 320M, 405, 425, and 440.

Women: 210, 215, 310W, 315W, 405, 420, 425, and 440.

110M. GYMNASTICS AND TUMBLING.

5 hours

Fall Quarter.

The purpose of this course is to develop individual skill in the execution of apparatus and mat stunts. Classes will meet two hours per day for five days a week. Instruction will be given in skills on four pieces of apparatus, and in tumbling. Apparatus will include horizontal bars, rings, parallel bars, and side-horse. Trampoline work will be included in tumbling. Men who are majoring in physical education must learn a sufficient number of skills to be able to demonstrate them with a fair degree of success.

115. FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS. 5 hours

Winter Quarter.

Lectures and laboratory practice in the standard American Red Cross First Aid techniques. Instruction is given in the various phases of safety education such as prevention and correction of accidents in physical education and athletic activities; school, home, pedestrian, and driver safety; safety in industry.

209M. GYMNASTICS AND TUMBLING. 5 hours

Fall Quarter.

This course is a continuation of Gymnastics 110M, including advance work and stunts requiring additional skills. Students will be expected to gain greater proficiency than in the first course and to go into the theory and mechanical analysis of gymnastics. Two hours daily, five days a week.

Prerequisite: Gymnastics and Tumbling 110M.

210. DANCE. 5 hours

Winter Quarter.

A study of folk, square, social and contemporary dances with emphasis on their adaptation to school and playground uses. Five hours lecture, research and laboratory weekly.

215. HISTORY AND PRINCIPLES OF HEALTH AND PHYSICAL EDUCATION. 5 hours

Spring Quarter.

This is an orientation course for health and physical education majors and is divided into two parts. The first part deals with the history of health and physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation. Special consideration is given professional leadership and its prospects.

305M. FOOTBALL. 5 hours

Fall Quarter.

Classes will meet two hours per day for five days a week. One hour a day lecture on the theory of coaching football, and at least one hour a day of practical experience coaching intramural football teams.

310M. BASKETBALL. 5 hours

Winter Quarter.

Classes will meet two hours per day for five days a week. Five lectures and demonstrations every week on the theory and practice

of coaching basketball. Each student will have experience playing every position on the team under actual game conditions.

315M. BASEBALL. 5 hours

Spring Quarter.

Classes will meet two hours per day for five days a week. Five lectures and demonstrations every week on the theory and practice of coaching baseball. Each student will have experience playing every position on the team under actual game conditions.

320M. TRACK. 5 hours

Spring Quarter.

Classes will meet two hours per day for five days a week. Five lectures and demonstrations every week on the theory and practice of coaching track. Each student is given actual experience in all track and field events.

405. MATERIALS AND METHODS IN HEALTH AND PHYSICAL EDUCATION. 5 hours

Winter Quarter.

A study of the methods and content of the physical education program according to age groups, capacities, needs, interests, and development of the individual. Consideration is given to adapting the program to the materials and facilities available.

410. SCHOOL AND COMMUNITY RECREATION. 5 hours

Spring Quarter.

A study of the background for the present school and community recreation movement and of the types of recreation activities and methods of organizing them. A consideration of recreation's place in education and a review of the social institutions which are making a conspicuous contribution in the field of play and of the needs to which they have responded. An attempt will be made to point the way to a better type of organization of the social institutions within the community.

415. THE ADMINISTRATION OF HEALTH AND PHYSICAL EDUCATION. 5 hours

Fall Quarter.

A study of organizing and administering a department of health and physical education.

In health, stress will be placed on the importance of an integrated and well organized health department that may be utilized in the secondary schools. The importance of the health program to our schools will be presented.

In physical education, stress will be placed on the importance of establishing a well organized department; the relationship of the varsity and intramural programs to the student body as a whole; organization of the athletic program, intramural program, and recreational program, with emphasis placed on the best methods of organizing and administering.

420. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. 5 hours

Fall Quarter.

This course is designed to give the prospective teacher a better understanding of the elementary school child physically, mentally, and socially. The student will receive practical experience in large and small group play, rhythmic activities, and individual and dual games. Students of this course will observe in the elementary school and have practical experience working with elementary school pupils. Five hours weekly of lecture, research and laboratory.

425. KINESIOLOGY OF EXERCISE. 5 hours

Winter Quarter.

The application of muscular structure and function to the various types of physical activity is studied. Analysis is made of human motion, and its relation to athletic and gymnastic activity, to skill development, and posture. Application of the principles of mechanics to body movement.

Prerequisite: Biology 101, 102, 323.

430. CORRECTIVE PHYSICAL EDUCATION. 5 hours

Spring Quarter.

A study of faulty posture at various age levels and of corrective measures. The study includes hypertension, limited movements due to illness and injuries. Practical experience in working with students who desire correction. Five hours weekly lecture, research and laboratory.

Prerequisite: Physical Education 425.

Not offered in 1950.

440 a, b, c. STUDENT TEACHING. 5 hours

Students will be assigned to two hours a week for three quarters in supervised teaching in Physical Education.

The student teacher will organize and conduct the class under the supervision of a member of the physical education department.

Physical Education for Women

Freshman, sophomore and junior women will take physical education three periods a week throughout the year.

100W. FRESHMAN PHYSICAL EDUCATION.

Fall Quarter—Speedball and body mechanics.

Winter Quarter—Folk, square and social dancing.

Spring Quarter—Tennis and softball.

200W. SOPHOMORE PHYSICAL EDUCATION.

Fall Quarter—Volleyball and hockey.

Winter Quarter—Basketball and badminton.

Spring Quarter—Recreational games—table tennis, deck tennis, archery, chess, and bridge.

300W. JUNIOR PHYSICAL EDUCATION.

This course is designed so that the student may select individual and dual activities that most nearly meet her present and future needs for recreation.

The intramural program for women includes the following:

Fall Quarter—Speedball and archery.

Winter Quarter—Basketball, badminton, and ping pong.

Spring Quarter—Volleyball, softball, and tennis.

All students are urged to take an active part in the intramural program.

Special Courses for Women**310W. BASKETBALL AND VOLLEYBALL. 5 hours**

Winter Quarter.

A study of fundamental skills, rules and practice; officiating techniques with practical experience in supervised officiating in the intramural activities. This course necessitates the passing of the National Basketball and Volleyball examination published by the National Section on Women's Athletics. Five hours weekly of lecture, research and laboratory.

315W. SOFTBALL AND TENNIS. 5 hours

Spring Quarter.

A study of fundamental skills, rules and practice; officiating techniques with practical experience in supervised officiating in the intramural activities. This course necessitates the passing of the National Softball and Tennis examination published by the National Section on Women's Athletics. Five hours weekly of lecture, research and laboratory.

DEPARTMENT OF SOCIAL SCIENCE

Courses 101 and 102 are to give the student a foundation for historical study as well as an insight into responsible citizenship. Atten-

tion will be given to methods of study, historical geography, map work, bibliography and the proper use of books of reference.

MAJOR REQUIREMENTS:

A student who chooses history as the area of major concentration will take 30 hours beyond "200" courses. The following courses are required: History 301, 302, 303 and 421. The remaining 10 hours should be selected from other upper-divisional courses in the department of history.

101-102. CONTEMPORARY CIVILIZATION. 5-5 hours
Fall, Winter, Spring and Summer Quarters.

A survey of social, political and economic movements in western civilization from 1500 to the present.

Courses in History

204. CONTEMPORARY GEORGIA. 5 hours
Winter and Summer Quarters.

This course includes a study of the economic, social and political position of Georgia at the present time. In order to secure the proper perspective for the course, frequent references are made to the history, government, institutions, and progress of Georgia of the past. As a means of comparison, statistical and other materials pertaining to the southeast and to the United States as a whole are utilized.

*301. AMERICAN HISTORY, 1492 to 1860. 5 hours
Fall and Summer Quarters.

A survey of American history from the discovery to the Civil War.

*302. AMERICAN HISTORY, 1860-1912. 5 hours
Winter and Summer Quarters.

A thorough study of the history of the United States from the beginning of the Civil War to the start of Woodrow Wilson's Administration.

*303. AMERICAN HISTORY, 1912 to the Present. 5 hours
Spring and Summer Quarters.

The leading issues of current politics; social, economic and political movements; and international relations of recent years. The course covers the period from World War I to the present.

(*These courses may be taken by Sophomores if approved by the Dean.)

311. ENGLAND TO 1688. 5 hours
Winter Quarter.

A study of the growth and development of the British Kingdom

and constitution. Emphasis on the political and social factors.

Prerequisite: 101, 102 or equivalents.

Not offered in 1949-50.

312. ENGLAND SINCE 1688. 5 hours

Spring Quarter.

A continuation of History 311.

Not offered in 1949-50.

321. HISTORY OF THE SOUTH. 5 hours

Spring Quarter.

A brief review of the South's ante-bellum days. Special attention given to agricultural changes, political revolt, to the growth of industry, to racial adjustments, and to economic progress in the period since Reconstruction.

Not offered in 1949-50.

331. DIPLOMATIC HISTORY OF THE UNITED STATES. 5 hours

Fall Quarter.

The growth and development of our foreign policies and our relations with foreign nations from 1775 to the present.

411. HISTORY OF LATIN AMERICA. 5 hours

Winter Quarter.

A survey of the Spanish Colonial Empire followed by the recent development of Central and South America, including a more detailed study of the larger South Americas. Emphasis upon North America's relationship with Latin America.

420. EUROPEAN HISTORY, 1500-1815. 5 hours

Winter Quarter.

Beginning with the 16th century a thorough study is made of economic, political and social developments through the Congress of Vienna.

421. EUROPEAN HISTORY, 1815 to the Present. 5 hours

Spring Quarter.

Special attention is given to industrial, national and imperialistic developments.

Courses in Political Science

201. AMERICAN GOVERNMENT. 5 hours

Fall, Spring and Summer Quarters.

An intensive examination of the Constitution and the three governmental divisions. The national government in its relation to the states.

301. POLITICAL PARTIES. 5 hours

Winter Quarter.

A study of party development in the United States; the functions and organization of the party; current party problems.

401. COMPARATIVE GOVERNMENTS. 5 hours

Fall Quarter.

A study and comparison of the more important governments of Europe; emphasis upon the more recent revolutionary constitutional changes; the government of the United States in the comparative analysis.

Courses in Sociology

201. INTRODUCTION TO SOCIOLOGY. 5 hours

Spring Quarter.

The student is introduced to the methods of human association; the nature of culture, custom, belief, institution, etc., and its role in the development of society.

256. RURAL SOCIOLOGY. 5 hours

Winter Quarter.

A study of rural culture and human nature in the United States. Recent trends and problems in the rural life with emphasis upon the changing nature of agriculture in the national economy. Relationship of American agriculture to the war and post-war economy.

316. THE FAMILY AND SOCIETY: 5 hours

Spring Quarter.

Historical and contemporary view for understanding the American family system; domestic relations law in the United States; the social significance of current conflicting ideas relative to sex, marriage and family patterns; and the significance of the impact of war and post-war reconstruction. Not open to students who have credit in Home Economics 293.

Courses in Philosophy

308. INTRODUCTION TO PHILOSOPHY. 5 hours

Spring Quarter.

A study in the fundamentals of philosophy, stressing the relation of philosophy to religion, art, literature, science, and other fields of knowledge. The purpose is to help the student to construct and refine his own interpretation of the world and life.

DEPARTMENT OF MILITARY INSTRUCTION

MILITARY PERSONNEL

Colonel F. E. Gillette
Major Roy Hiott
Captain Robert M. Arn
M/Sgt Clemon J. Eller
M/Sgt Thomas J. Griffin
SFC William Davis
SFC John H. Kerr
Sgt. Joseph M. O'Donnell

THROUGH THE YEARS

At the close of World War I, Congress authorized qualified and interested colleges to establish units of Reserve Officers Training Corps, but since North Georgia had been historically devoted to the ideals of military training, it then found itself merely in full accord with prevailing national thought.

At the end of World War II the college again finds its general program of educational and military training approved by the thought and plans of the nation's most forward-looking business men and statesmen.

The record of North Georgia as a military college, in time of peace as in time of war, has been distinguished. During each consecutive year since 1928, the college has earned high approval from the Department of the Army — "EXCELLENT." In making his report, an Inspecting Officer recently referred to the North Georgia Battalion as—"*This is the best trained, best general appearing unit I have seen in seven years of ROTC work.*"

DRESS PARADES

The colorful biweekly Sunday afternoon parades held during the Fall and Spring Quarters, afford opportunity for relatives and friends to visit the campus and to glimpse interesting phases of routine college life. These parades also constitute a pleasant social occasion upon which many of the faculty may become acquainted with visiting parents and friends. For each formal parade students are urged to take their guests directly to the Reviewing Stand.

DEPARTMENT OF MILITARY SCIENCE

The mission of the Senior Division ROTC as established at North Georgia College is to produce junior officers who have the qualities and attributes essential to their progressive and continued development as officers in a component of the Army of the United States.

Military instruction also affords invaluable training for successful civilian life inculcating as it does the principles of neatness, mental alertness, self-reliance and confidence.

ALLOWANCES

All qualified students enrolled in the Basic Course ROTC receive \$9.00 each year from the Department of the Army to defray partial cost of uniforms. Advanced Course students qualified and accepted by the P.M.S.&T. for government contract receive \$83.91 toward the cost of their uniforms plus 90 cents a day for subsistence. For veterans, the above allowances are in addition to all the usual benefits under the G. I. Bill. The Advanced Course allowances listed above are those in effect for the 1948-1949 school year and are subject to revision by the Department of the Army at any time.

SUMMER CAMP

As part of the instruction of the ROTC, the Department of the Army conducts summer camps for Advanced Course students. These usually are attended during the Summer between the two years of the Advanced Course. The camp in the Third Army Area is held at Fort Benning, Georgia. It is of six weeks duration and the work is all practical. In addition to military work, field sports and competitions are conducted. The government furnishes transportation to and from the camp. Students attending are provided with clothing, subsistence, medical attention, and in addition, are paid approximately \$2.50 per day.

GRADUATION AND THE COMMISSION

Members of the ROTC who successfully complete the course of instruction, have attained the required age of 21, and are recommended by the Professor of Military Science and Tactics as being physically, mentally, morally, and professionally qualified are tendered a commission as Second Lieutenant in the Officers Reserve Corps.

MILITARY MEDALS AND AWARDS

HONOR COMPANY. Designated at the end of each quarter. Selection of the Honor Company will be based upon military proficiency of the company, academic scholarship of company personnel, company participation in the intramural athletic program, conduct record of company personnel.

DISTINGUISHED MILITARY STUDENTS. Selected from among seniors in the upper third of ROTC class who have distinguished themselves either academically or while participating in recognized campus activities and who possess outstanding qualities of military leadership and high moral character.

HONOR SABER. Awarded at commencement to the outstanding cadet officer.

NONCOMMISSIONED OFFICER'S MEDAL. Awarded at commencement to the outstanding noncommissioned officer.

SMALL BORE COMPETITION. Awarded at commencement to the company having the highest average in small bore rifle firing.

MARKSMANSHIP MEDAL. Awarded at commencement to the cadet who has proven himself the best rifle shot for the year.

INDIVIDUAL DRILL MEDAL. Awarded at commencement to the best drilled cadet.

DESCRIPTION OF *R. O. T. C.* COURSES

The ROTC program consists of two parts, the Basic Course (Military Science I and II) and the Advanced (Military Science III and IV). Completion of the Basic Course with few exceptions, must be offered in fulfillment of freshman and sophomore requirements. The Advanced Course, carrying the degree credit indicated in the detailed course descriptions, must be offered for graduation by all physically qualified students except as has been indicated under "Veterans Program" and "Transfer Students and ROTC."

100, 101, 102. **MILITARY SCIENCE I (First Year).** 5 hours

Military Policy, National Defense Act, Evolution of Warfare, Geographical Foundations of National Power, First Aid and Hygiene, Military Organization, Maps and Aerial Photos, Military Mobilization and Demobilization, Military Problems of the U. S., and Military Psychology and Personnel Management.

Two hours of recitation and three hours drill.

Credit given upon completion of the three-quarter course.

200, 201, 202. MILITARY SCIENCE II (Second Year).

5 hours

Weapons, Marksmanship, Combat Formations, Military Organization, Technique of Fire of Rifle Squad, Scouting and Patrolling, Tactics of Rifle Squad.

Two hours of recitation and three hours drill.

Credit given upon completion of the three-quarter course.

300, 301, 302. MILITARY SCIENCE III (Third Year).

9 hours

Military Organization, Communications, Combat Intelligence, Weapons, Gunnery and Technique of Fire, Estimate of the Situation, Combat Orders, Field Fortifications, Tactics of Platoon and Company.

Four or five hours of recitation and three hours drill.

Credit given upon completion of the three-quarter course.

400, 401, 402. MILITARY SCIENCE IV (Fourth Year).

9 hours

Military Administration, Military Law and Boards, Military Teaching Methods, Organization, Communications, Psychological Warfare, Command and Staff Procedure, Motors and Transportation, Supply and Evacuation, Troop Movements, New Developments, The Military Team, and Tactics of the Company and Battalion.

Four or five hours of recitation and three hours drill.

Credit given upon completion of the three-quarter course.

DEPARTMENT OF THE COMMANDANT

THE CADET CORPS

The male students of the college are organized as a Corps of Cadets to which all belong regardless of their individual eligibility to enter the government organization known as the Reserve Officers Training Corps. While some veterans and special classes of transfer students are excused from ROTC instruction, all are members of the Cadet Corps and accept the general spirit and life of the Battalion.

The Corps of Cadets consists of a battalion which has a headquarters and staff, a headquarters company, a band, and four rifle companies. Each company as well as the band has its own cadet officers and non-commissioned officers.

COMMANDANT OF CADETS

The immediate administration of discipline in the Cadet Corps rests with the Commandant of Cadets. Under regula-

tions approved by the faculty, he directs the daily life of The Corps, grants leaves and privileges, and awards punishment for violations of regulations, bringing the more frequent or serious offenders before the Committee on Discipline. This committee may request the withdrawal from college of a student whose spirit, influence, conduct or scholarship is not satisfactory even though no specific charge is preferred.

The Commandant keeps the records of conduct which become the basis of curtailment of privileges or of dismissal; of demotion or of promotion and citation for efficient discharge of duty. The commandant's department supervises the life of the barracks, makes daily inspection of rooms, corridors, bath rooms and premises in the immediate barracks areas.

GOVERNMENT OF THE CADETS

The cadet system of barracks and campus control is essentially a specialized system of student government. At North Georgia, therefore, the conduct of the male students is controlled largely through the cadet officers and non-commissioned officers. In the discharge of this responsibility, the officers are fully supported by the Commandant and the faculty. They thus enjoy opportunity for the development of tact, initiative, leadership, fairness, and honor to a very unusual degree.

The cadet officers and non-commissioned officers enforce college regulations, report violations of same, supervise formations and exercises, call the rolls, report absentees, and are responsible for the care of rooms and parts of the barracks assigned to their organization having power to make details for the purpose.

SELECTION OF CADETS OFFICERS

In selecting the cadet officers who are to lead their fellow students and direct all the military units consideration is given not alone to military knowledge and drill technique, but also to academic standing (a minimum average of C), participation in general campus activities, spirit of cooperation, loyalty, dependability, qualities of leadership and personal character.

To remain an officer, there must be continued evidence of efficiency, devotion to duty and responsibility, loyalty to the general policies of the entire institution, and adherence to high standards of personal conduct. A minimum average of "C" in academic subjects must be maintained.

Due to their military experience and training, veterans are

encouraged to qualify for leadership positions in the Cadet Corps. To insure continuity of training, attendance at all three drill periods per week is required of all cadet officers except those in Headquarters Company. Those non-ROTC cadets who are recommended for higher positions therefore must volunteer for the additional drill attendance in order to accept positions outside of Headquarters Company before appointment.

GENERAL REGULATIONS

Detailed regulations governing cadet life are given in the handbook issued by the Commandant, but the following general policies have been proven from year to year advisable and necessary:

(1) Cadets must obtain permission from the Dean to be absent from general college duties; permission from the Commandant must be obtained for going more than five miles from the college, and to be absent from dormitory or military duties.

(2) Playing cards, fire-arms other than rifles issued to cadets, fireworks of any kind, or any article that would endanger the buildings to fire or the occupants to accident or discomfort, will not be allowed in the barracks. Possession or use of intoxicants is prohibited.

(3) Students other than day students are not permitted to have motor vehicles at the college. An exception to this regulation may be made in the case of mature veterans, provided their motor vehicles of all types are registered with and under the direct control of the Commandant of Cadets.

(4) Any cadet wishing part-time off-campus employment must have such employment approved by the Commandant.

(5) Punishment shall consist of denial of privileges, extra duty, reduction of officers to ranks, restriction to limits, arrest, suspension and dismissal. As restrictions and arrest are questions of honor, violations of the same are punished by dismissal.

(6) "*Unfailing respect for order, morality, personal honor and the rights of others*" is due The Corps from each cadet.

(7) While cadet life is largely governed by a military schedule, cadet officers of every rank, as well as the cadets themselves, are subject also to the broader regulations of the College and each heartily cooperates with the members of the academic staff, the Dean of the College, the Dean of Women, and the Social Committee, in carrying out academic and social policies.

HAZING

Hazing, personal indignities, any form of so-called initiation of Freshmen, the exercise of unauthorized authority by one

cadet over another and the exaction of any form of service of a new cadet by an old one are prohibited. Each cadet, however, is held strictly responsible for attention to duty, courtesy to his cadet officers and non-commissioned officers, and for the carrying out of all legitimate military orders, but cadet officers, non-commissioned officers and upper-class men in general, whether as individuals or groups, are not authorized to punish offenders or those who may be delinquent in Company or general military duties by any form of intimidation, personal indignity, fagging, the exercise of unwarranted authority or any kind of physical force.

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